

Amended ADAMS COUNTY BOARD OF SUPERVISORS MONTHLY MEETING
ADAMS COUNTY BOARD ROOM
March 17, 2009, 6:00 p.m.

1. Call to Order by the Chair
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve the Agenda
7. Approval of the February 17, 2009 County Board Minutes.
8. Public Participation (if requested by the County Board Chair)
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint 6 supervisors to approve claims West, Loken, Ward, Stuchlak, England, Kirslenlohr to review during recess.
10. **Correspondence:**
11. **Appointments:** Appoint Marcia Kaye, Times-Reporter Printing Company, Scott Switzer, Moundview Memorial Hospital & Clinics, Pam Oxman, American Red Cross, to LEPC to fill vacant positions. Appoint Dave Grabarski as an Alternate on the Board of Adjustment.
12. **Unfinished Business: Res. #17:** To rescind the portion of Resolution No. 66-2007 approving Grade 10, Step 1 of the Adams County pay scale as the salary for the position of Legal/Personnel Secretary and comply with the County's existing procedure for new position classification and adopt the evaluation of Carlson Dettmann, that the position of Legal/Personnel Secretary be placed in Grade 6 of the Adams County pay scale (2008).
13. **Reports and Presentations:**
 - a. Administrative Coordinator/Director of Finance
 - b. Department
 - Extension will be giving a presentation
 - c. Miscellaneous
 - Rural Industrial Development update
 - Changes to the Town of Rome Chapter 10 Zoning Ordinance:
 - Section 10.06 R-1 Single Family Residence District
 - Zoning Map
 - Section 10.11 LD Lake District
 - Section 10.04 Administration and Enforcement (14) Violations

14. Review of Committee Minutes		
Adams County Board 2/17 Administrative & Fin 1/15, 2/16 Airport 2/9 CWCAC 12/17/08 Exe Com 12/1/08, 12/8/08, 2/9, 3/9 Health & Human 2/13	Human Society 2/3 Library 2/23 Plan & Dev 3/4 Property 1/16 Pub Safety & Jud Com 2/11	Pub Works 2/11, 2/12, 3/6 Resources & Rec 2/10 SCLS 2/9

15. **Resolutions:**

Res. #19: To rescind Resolution No. 12-2005, which opened enrollment for culvert/bridge aid in reliance on Wis. Stats. § 82.08.

Res. # 20: Resolution to express support for statutory changes that would allow Counties to form storm water utilities.

Res. # 21: Approve an Intergovernmental Agreement detailing the duties, responsibilities and guidelines for the reconstruction of Easton Dam, between Adams County, the Town of Easton, and the Easton Lake District.

Res. # 22: To create a Census Complete Count (hereinafter "CCC") Committee to promote education and awareness regarding the importance of the 2010 Census in an effort to get a 100% resident count in Adams County.

Res. # 23: To recognize Charlotte Trzesniak's retirement and honor her years of service to Adams County.

16. **Ordinances:**

Ord. #09: Rezone a portion of two parcels of land in the Town of New Haven, owned by Arthur Jungenberg, portion of two parcels, 31.124 acre & 14.86 acre, located in the Pt. of the NW1/4, NW, 1/4 & SW1/4, NW1/4 & SW1/4, NE1/4 of Section 3, Township 14 North, Range 7 East, changed from an A-1 Exclusive Agriculture District to an A-3 Secondary Agriculture District.

Ord. # 10: Amend Ordinance 28-2002 Adams County Sales and use Tax Ordinance.

17. **Denials:**

18. **Petitions:**

19. Approve Claims

20. Per Diem and Mileage for this Meeting read by the County Clerk.

21. Motion for County Clerk to correct errors.

22. Set next meeting date.

23. **Closed Session:** (none)

24. Adjournment

RESOLUTION TO RESCIND A PORTION OF RESOLUTION NO. 66-2007

INTRODUCED BY: Executive Committee.

INTENT & SYNOPSIS: To rescind the portion of Resolution No. 66-2007 approving Grade 10, Step 1 of the Adams County pay scale as the salary for the position of Legal/Personnel Secretary and comply with the County's existing procedure for new position classification and adopt the evaluation of Carlson Dettmann, that the position of Legal/Personnel Secretary be placed in Grade 6 of the Adams County pay scale (2008).

FISCAL NOTE: \$3.10 per hour times the number of hours the employee has worked since May 19, 2008, until Resolution No. 66-2007 is rescinded.

WHEREAS: On November 6, 2007, the Executive Committee approved the job description and creation of the Legal/Personnel Secretary position, with the intent that the position be evaluated by Carlson Dettmann, pursuant to the County's existing procedure for new position classification and for correct placement on the County's non-represented wage scale; and

WHEREAS: The Adams County Board of Supervisors passed Resolution No. 66-2007 (attached hereto) on November 13, 2007, approving the creation of said position "at Grade 10, Step 1 of the Adams County pay scale", as determined for budgetary purposes, prior to receipt of the Carlson Dettmann evaluation; and

WHEREAS: The Legal/Personnel Secretary position was subsequently evaluated by Carlson Dettmann Consulting (letter attached hereto) with the recommendation that the position be placed at Grade 6 of the Adams County non-represented pay scale; and

WHEREAS: In order to maintain a fair and consistent non-represented employee wage scale, and comply with the wage offered and agreed to between the County and the employee, the Legal/Personnel Secretary position should remain at Grade 6 (currently Step 3) until its next step progression and/or reclassification.

NOW THEREFORE, BE IT RESOLVED: by the Adams County Board of Supervisors that it is hereby approved that the portion of Resolution No. 66-2007 approving Grade 10, Step 1, of the Adams County pay scale as the salary (\$38,615.20) for the position of Legal/Personnel Secretary be rescinded and that all other provisions of Resolution No. 66-2007, other than the stated salary and benefit amounts calculated therefrom, are hereby re-affirmed.

BE IT FURTHER RESOLVED: that due to the passage of Resolution No. 66-2007, the employee shall receive pay in the amount of \$18.58 per hour (Grade 10, Step 1) for all hours worked from May 19, 2008, until the portion of Resolution No. 66-2007 approving Grade 10, Step 1 of the Adams County pay scale as the salary for the position of Legal/Personnel Secretary is rescinded. Upon said rescission, the employee shall be paid at the intended and agreed upon wage of \$15.48 per hour (Grade 6, Step 3), as recommended by Carlson Dettmann, consistent with the County's existing new position evaluation procedure.

Dated this 17th day of March, 2009.

Al Sebastianis *Cynthia Loken*
Nancy England

Adopted _____

Defeated _____

Tabled _____

by the Adams County Board of Supervisors this 17th day of
March, 2009.

County Clerk

County Board Chair

CARLSON
DETTMANN
CONSULTING

MEMORANDUM

November 20, 2007

To: Jane M. Gervais
From: Katie McCloskey, Consultant
Re: Classification Legal/Personnel Secretary

At the request of the Corporation/Personnel Director, Carlson Dettmann Consulting (CDC) reviewed anticipated duties and responsibilities of the new, vacant position of Legal/Personnel Secretary position. The primary source of information used to evaluate the position was a job description dated November 6, 2007.

The position will provide skilled legal secretarial support to the Corporation Counsel/Personnel Director. The position will assist the Paralegal/Personnel Specialist with a variety of clerical duties. This is a non-exempt, non-represented position.

CDC evaluated the job using the same evaluation system used to develop the current non-represented pay plan. The factors used when evaluating jobs include formal preparation and experience, decision making (impact), thinking and problem solving, interaction and communication, and work environment. Utilizing these factors, CDC determined the evaluation score places this position in a Grade 6 in the non-represented pay plan.

Because this is a new position, CDC also referred to Adams County's public sector comparables for similar positions. Data was available for Legal Secretaries in the following five comparable counties: Columbia, Juneau, Marquette, Portage, and Waupaca. The average range minimum for the position among these comparables is 14.72. The maximum is \$18.11. The average range control point is 16.43.

The 2007 Grade 6 pay range for the non-represented employees range minimum is \$14.29. The range maximum is \$18.45. The Grade 6 pay range would keep Adams County competitive with its comparables.

One more important consideration is internal equity. While this is a non-represented position, pay for similar jobs in the within the county must be reviewed even if those jobs are represented by the union. Legal Secretaries represented by the Courthouse union are classified in a range paying \$14.85 at the minimum and \$15.97 at the range maximum. The Grade 6 classification for this non-represented position places this position in an equitable pay range.

If you have any questions or concerns, please do not hesitate to contact me at (608) 662-8188.

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that \$5,000 be transferred from General Fund to Emergency Management (100.19) to cover additional expense for Foth Infrastructure & Environment, LLC to re-bid the Adams County Communication System.

BE IT FURTHER RESOLVED: the original bids be opened with the Public Safety & Judiciary Committee to ensure all specification are being met with the Public Safety & Judiciary Committee to present to the County Board a summary of all bids received, along with a recommendation for the prospective vendor.

Dated this 13th day of November 2007.

/s/ Jerry Kotlowski /s/ Cynthia Loken /s/ Florence Johnson

Adopted by the Adams County Board of Supervisors this 13th day of November 2007:

/s/ Cindy Phillippi, County Clerk /s/ Cynthia Loken, County Board Chair

RESOLUTION NO. 66-2007

INTRODUCED BY: Executive Committee.

INTENT & SYNOPSIS: To approve the creation of a full-time (non-exempt) Legal/Personnel Secretary position, Grade 10, Step 1, of the Adams County pay scale, in the Corporation Counsel/Personnel Department.

FISCAL NOTE: The salary for the position in 2008 will be \$38,615.20. Benefits for RICA (Social Security) and Retirement will be \$7,665.11. Health and life insurance - \$13,844.38.

WHEREAS: Upon review of the Corporation Counsel/Personnel Department, the Long Range Planning Committee recommended adding a full-time Legal/Personnel Secretary due to the increased work load of the office; and

WHEREAS: Additional full-time staff is necessary for the efficient operation of the Corporation Counsel/Personnel Department.

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors to approve the creation of a full-time, non-exempt, position of Legal/Personnel Secretary, at Grade 10, Step 1, of the Adams County pay scale.

Dated this 13th day of November, 2007.

/s/ Cynthia Loken /s/ David C. Grabarski /s/ Larry Babcock /s/ David Renner /s/ Joyce Kirschenlohr

Adopted by the Adams County Board of Supervisors this 13th day of November, 2007.

/s/ Cindy Phillippi, County Clerk /s/ Cynthia Loken, County Board Chair

JOB DESCRIPTION

Adams County, Wisconsin

JOB TITLE:	Legal/Personnel Secretary
STATUS:	Full-time, Non-exempt (Adams County Structure, Grade 10)
DEPARTMENT:	Corporation Counsel/Personnel
SUPERVISOR:	Corporation Counsel/Personnel Director

LEGAL SECRETARY

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WHEREAS: Upon review of the Corporation Counsel/Personnel Department, the Long Range Planning Committee recommended adding a full-time Legal/Personnel Secretary due to the increased work load of the office; and

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Dated this 13th day of November, 2007.

/s/ Cynthia Loken /s/ David C. Grabarski /s/ Larry Babcock /s/ David Renner /s/ Joyce Kirschenlohr

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/s/ Cindy Phillippi, County Clerk /s/ Cynthia Loken, County Board Chair

JOB DESCRIPTION

Adams County, Wisconsin

JOB TITLE:	Legal/Personnel Secretary
STATUS:	Full-time, Non-exempt (Adams County Structure, Grade 10)
DEPARTMENT:	Corporation Counsel/Personnel
SUPERVISOR:	Corporation Counsel/Personnel Director

LEGAL SECRETARY

GENERAL DESCRIPTION:

Resolution No. 19-2009

**RESOLUTION TO RESCIND RESOLUTION NO. 12-2005, OPENING ENROLLMENT
FOR CULVERT/BRIDGE AID IN RELIANCE ON WIS. STATS. §82.08**

INTRODUCED BY: Public Works Committee

INTENT & SYNOPSIS: To rescind Resolution No. 12-2005, which opened enrollment
for culvert/bridge aid in reliance on Wis. Stats. §82.08.

FISCAL NOTE: None

WHEREAS: The Adams County Board of Supervisors passed Resolution No. 12-2005 on February 15, 2005, "to open the enrollment for culvert/bridge aid in accordance with Section 82.08 of the Wisconsin Statutes, and that that open enrollment period will end October 3, 2005"; and

WHEREAS: Resolution No. 12-2005 further approved, "That those Townships not participating will not be assessed for those aids paid to the participating Townships"; and

WHEREAS: Resolution No. 12-2005, as passed, is not consistent with Wis. Stats. §82.08 as "enrollment" is not required, rather a petition must be filed for a town to receive County bridge or culvert aid; and

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors, that Resolution No. 12-2005 is hereby rescinded in its entirety, and that the provisions of this Resolution shall be approved and in effect as of its passage.

BE IT FURTHER RESOLVED, that the County shall levy a tax to meet said appropriations on all of the property in the County that is taxable for such purpose.

Dated this 12th day of FEBRUARY, 2009.

Garry Bobcock

David Ranner

Flora Johnson

Michael J. Heckman

Adopted _____

Defeated _____ by the Adams County Board of Supervisors this

_____ day of _____, 2009.

Tabled _____

County Clerk

County Board Chair

Resolution no. 20-2009

Resolution by Adams County in support of statutory authority in Wisconsin to allow Counties to form Storm Water Utilities.

INTRODUCED BY: Public Works Committee.

INTENT & SYNOPSIS: Resolution to express support for statutory changes that would allow Counties to form storm water utilities.

FISCAL NOTE: None.

WHEREAS, Adams County and all government bodies in the State of Wisconsin are responsible to ensure the best water quality possible; and

WHEREAS, Adams County has passed a Storm Water Run-off Ordinance for the protection of water quality in Adams County; and

WHEREAS, the Wisconsin Department of Natural Resources (WDNR) Storm Water rules and the Adams County Storm Water Run-off Ordinance, require the installation of storm water treatment infrastructure; and

WHEREAS, there is no professional organization overseeing the maintenance of that storm water infrastructure in most locations within Adams County; and

WHEREAS, the establishment of an organization to maintain said infrastructure and the performance of that maintenance should be paid for by those properties benefitting from that infrastructure; and

WHEREAS, Chapter 66, Subchapter VIII defines Public Utilities, including storm water utilities, and furthermore defines Municipal Public Utility as a public utility owned or operated by a city, village, or town thus preventing a county from establishing a Public Utility including a Storm Water Utility.

NOW, THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that Adams County requests all Wisconsin counties, the Wisconsin Counties' Association, and the Wisconsin County Highway Association work in developing legislation allowing County Government to establish Storm water utilities.

BE IT FURTHER RESOLVED that the County Clerk is directed to forward a copy of this Resolution to the Wisconsin Counties Association, the Wisconsin County Highway Association, and Adams County's delegation to the Wisconsin Legislature.

Respectfully submitted this 12TH day of FEBRUARY, 2009

Gerry Babcock

David Ranner

Florence Johnson

Michael J. Heckeisen

Adopted _____

Defeated _____ by the Adams County Board of Supervisors this _____ day of _____, 2009.

Tabled _____

County Clerk

County Board Chair

**RESOLUTION TO APPROVE AN INTERGOVERNMENTAL AGREEMENT
BETWEEN ADAMS COUNTY, THE TOWN OF EASTON, AND THE EASTON
LAKE DISTRICT FOR THE RECONSTRUCTION OF EASTON DAM**

INTRODUCED BY: Planning and Development Committee

INTENT & SYNOPSIS: Approve an Intergovernmental Agreement detailing the duties, responsibilities and guidelines for the reconstruction of Easton Dam, between Adams County, the Town of Easton, and the Easton Lake District.

FISCAL NOTE: An amount not to exceed \$500,000.00 shall be transferred on a one-time basis from the County Sales Tax Fund.

WHEREAS: The Wisconsin Department of Natural Resources issued orders for Easton Dam to meet Chapter 31, Chapter NR330, and Chapter NR333; and

WHEREAS: Federal law, SEC. 101. (a) Clean Water Act, requires the restoration and maintenance of the chemical, physical, and biological integrity of the Nation's waters; and

WHEREAS: Wisconsin State Statute 283.001 (1) states "It is the policy of this state to restore and maintain the chemical, physical, and biological integrity of its waters to protect public health, safeguard fish and aquatic life and scenic and ecological values, and to enhance the domestic, municipal, recreational, industrial, agricultural, and other uses of water"; and

WHEREAS: Wisconsin Administrative Code NR 102 .01 (1), in conjunction with NR 103 to 105, establishes water quality standards for surface waters of the state pursuant to s. 281.15 (2) (b), for the purpose of protecting the public interest, which includes the protection of public health and welfare and the present and prospective uses of all waters of the state for public and private water supplies, propagation of fish and other aquatic life and wild and domestic animals, domestic and recreational purposes, and agricultural, commercial, industrial, and other legitimate uses; and

WHEREAS: Adams County, Easton Lake District and Town of Easton mutually agree it benefits the public interest to reconstruct Easton Dam, reconstruct 11th Drive, and improve Easton Lake water quality; and

WHEREAS, the parties have agreed upon the guidelines, duties, and responsibilities necessary to be performed by each to achieve the reconstruction of Easton Dam.

NOW, THEREFORE BE IT RESOLVED by the Adams County Board of Supervisors: that is hereby approved that the Intergovernmental Agency Agreement between Adams County, Town of Easton and the Easton Lake District (attached hereto and incorporated herein) shall govern the duties, responsibilities and set the guidelines for reconstruction of Easton Dam.

BE IT FURTHER RESOLVED, that said Agreement shall be effective upon the ratification and signatures of the Town of Easton and the Easton Lake District..

Submitted this _____ day of _____, 2009

Planning and Development Committee

Michael J. Heckeisen

Sylvia Breane

Meritt Klingbeak

[Signature]

Jeanne Sumpter

Glen Leister

Joe Stuchlak

Adopted [Signature]

by the Adams County Board of Supervisors this _____ day of _____, 2009.

Defeated _____

Tabled _____

County Clerk

County Board Chair

RESOLUTION TO APPROVE THE CREATION OF A CENSUS COMPLETE COUNT
COMMITTEE IN ADAMS COUNTY TO PROMOTE THE IMPORTANCE OF THE 2010
CENSUS

INTRODUCED BY: Executive Committee.

INTENT & SYNOPSIS: To create a Census Complete Count (hereinafter "CCC") Committee to promote education and awareness regarding the importance of the 2010 Census in an effort to get a 100% resident count in Adams County.

FISCAL NOTE: None.

WHEREAS: The next Decennial Census will be taken in the year 2010, and political representation to the United States House of Representatives, State Legislature, and Adams County local government is determined by the Decennial Census; and

WHEREAS: The County of Adams recognizes the importance of counting each resident in the 2010 Census; and

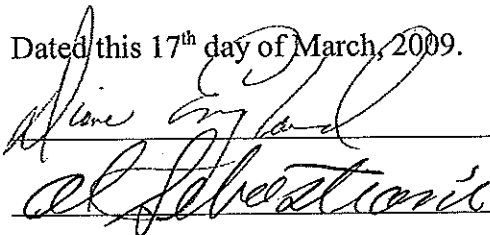
WHEREAS: The County of Adams has agreed to be one of 6,425 governmental entities in partnership with the U.S. Bureau of Census; and

WHEREAS: The County of Adams understands that its primary role in this partnership is to form a CCC Committee, that should include members of government, education, media, religious, community-based, business/commerce and special housing organizations; and

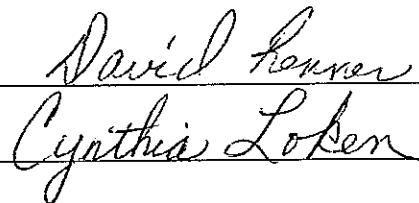
WHEREAS: The role of the CCC Committee will be to educate and promote participation in the 2010 Census and make the community aware of the many ways Census data is used to obtain funding for essential services and programs.

NOW, THEREFORE, BE IT RESOLVED: that the Adams County Board of Supervisors hereby proclaims full support and participation toward the success of the 2010 Census and further, approves the forming of a Census Complete Count ("CCC") Committee to educate and promote participation of all Adams County residents toward a 100% count in the 2010 Census.

Dated this 17th day of March, 2009.



Al Sebastianic



Cynthia Loken

Adopted _____
Defeated _____
Tabled _____

by the Adams County Board of Supervisors this 17th day of March, 2009.

County Board Chair

County Clerk

RECOGNIZING CHARLOTTE TRZESNIAK FOR HER YEARS OF SERVICE TO, AND
RETIREMENT FROM, ADAMS COUNTY

INTRODUCED BY: County Board of Supervisors

INTENT & SYNOPSIS: To recognize Charlotte Trzesniak's retirement and honor her years of service to Adams County.

FISCAL NOTE: NONE

WHEREAS: The County of Adams wishes to take this opportunity to express its appreciation to Charlotte Trzesniak for 16 years of service and dedication to Adams County; and

WHEREAS: Acknowledgement is given to Charlotte Trzesniak for her years of conscientious and dedicated service to the citizens of Adams County;

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that:

- The County Board, on behalf of the residents of Adams County, does hereby commend Charlotte Trzesniak for her 16 years of dedicated and conscientious service as an Adams County employee.
- Further, that best wishes are extended to Charlotte Trzesniak for a long and enjoyable retirement.

Dated this 17th day of March, 2009.

Deane England

Jeff Hesterman

Ken Ward

David Renner

Cynthia Loken

Adopted _____

Defeated _____

Tabled _____

by the Adams County Board of Supervisors this 17th day of March,
2009.

County Board Chair

County Clerk

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 46-2006 on September 19, 2006, which was effective upon publication on September 27, 2006, and which was approved by the town board of the Town of New Haven on October 19, 2006, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On January 16, 2009, Arthur Jungenberg, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a portion of two parcels of land in the Town of New Haven, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Development Committee on March 4, 2009, and the Adams County Planning and Development Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance to the Adams County Board of Supervisors; now, therefore,

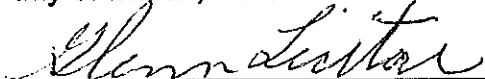
The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 46-2006, and the corresponding zoning maps are hereby amended to reflect that the following described property be changed from a A-1 Exclusive Agriculture District to an A-3 Secondary Agriculture District;


a 31.124 acre & a 14.86 acre parcel on property located in the Pt. of the NW ¼, NW ¼, & SW ¼, NW ¼, & SW ¼, NE ¼ of Section 3, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on the _____ day of March, 2009

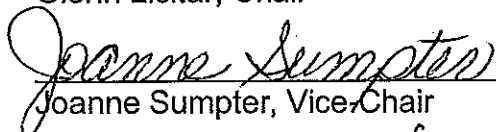
Recommended for enactment by the Adams County Planning and Development Committee on this 4th day of March, 2009.



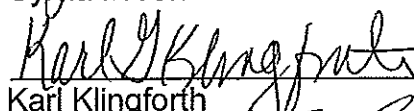
Glenn Licitar, Chair



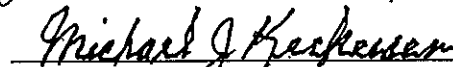
Sylvia Breene



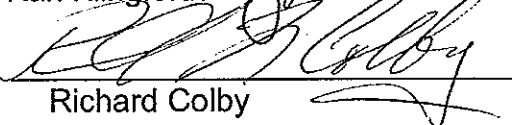
Joanne Sumpter, Vice-Chair



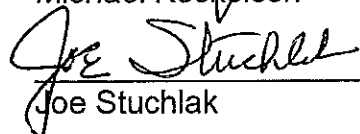
Karl Klingforth



Michael Keckelsen



Richard Colby



Joe Stuchlak

Enacted/Defeated by the Adams County Board on the _____ day of March 2009

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair



PLANNING AND ZONING DEPARTMENT

P.O. BOX 187, COURTHOUSE
FRIENDSHIP, WI 53934
PHONE: 608-339-4222
www.co.adams.wi.gov

ADAMS CO PLANNING & DEVELOPMENT COMMITTEE

March 4, 2009 – Room A260 -Courthouse
Friendship, WI 53934 – 9:00 A.M.

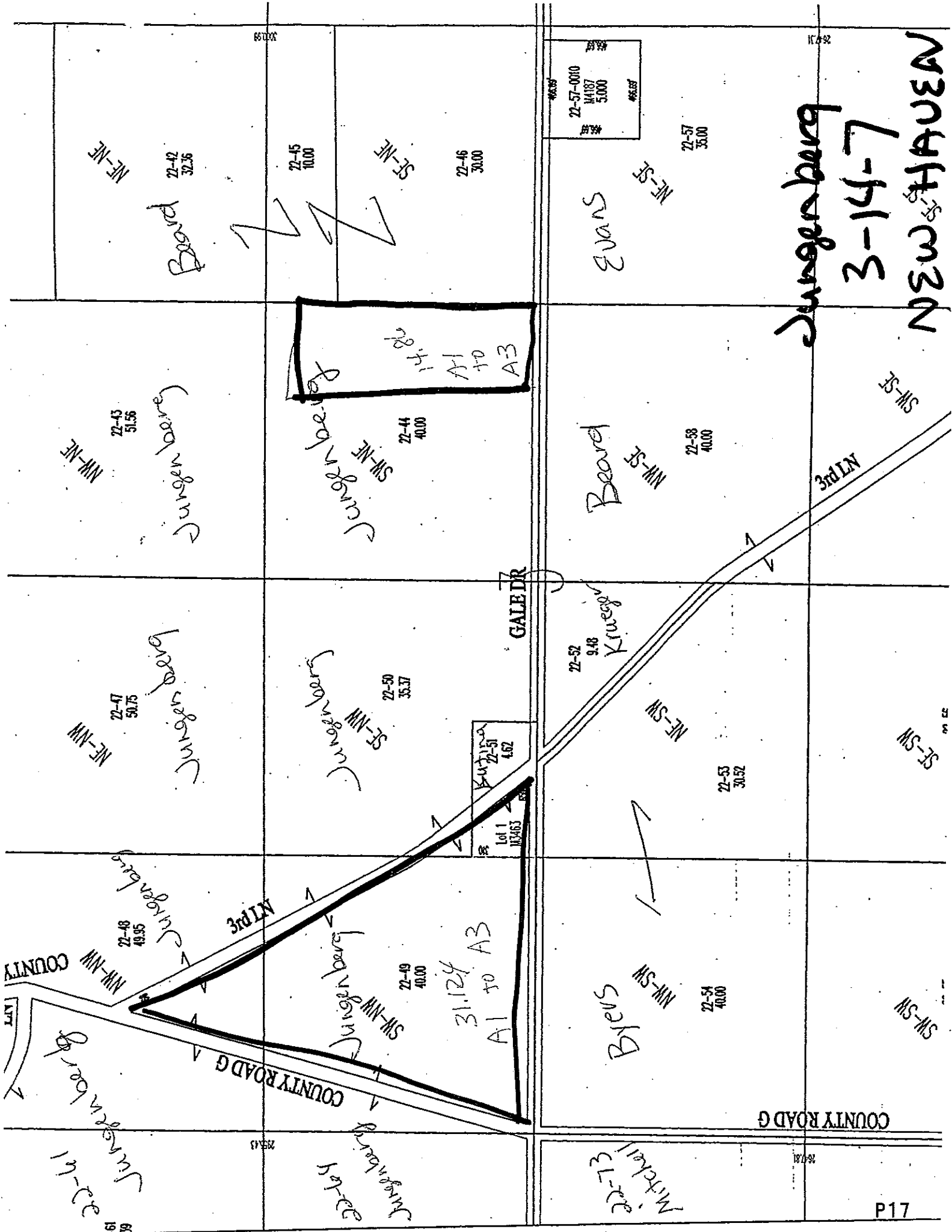
Arthur Jungenberg, Jr. – Rezoning Request from an A-1 Exclusive Agriculture District to an A-3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance to create a 31.124 acre & a 14.86 acre parcel on property located in the Pt. of the NW ¼, NW ¼, & SW ¼, NW ¼, & SW ¼, NE ¼ of Section 3, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin.

Appearing for with testimony: Ron Jungenberg, owner and Myron Byers, adjacent owner buying one of the parcels.

No one appearing against.

Correspondence: Notification from the Town Board of New Haven that they met on December 18, 2008 and have no objection to the zoning change. E-mail from Ron Chamberlain with no objections.

Disposition: Richard Colby made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

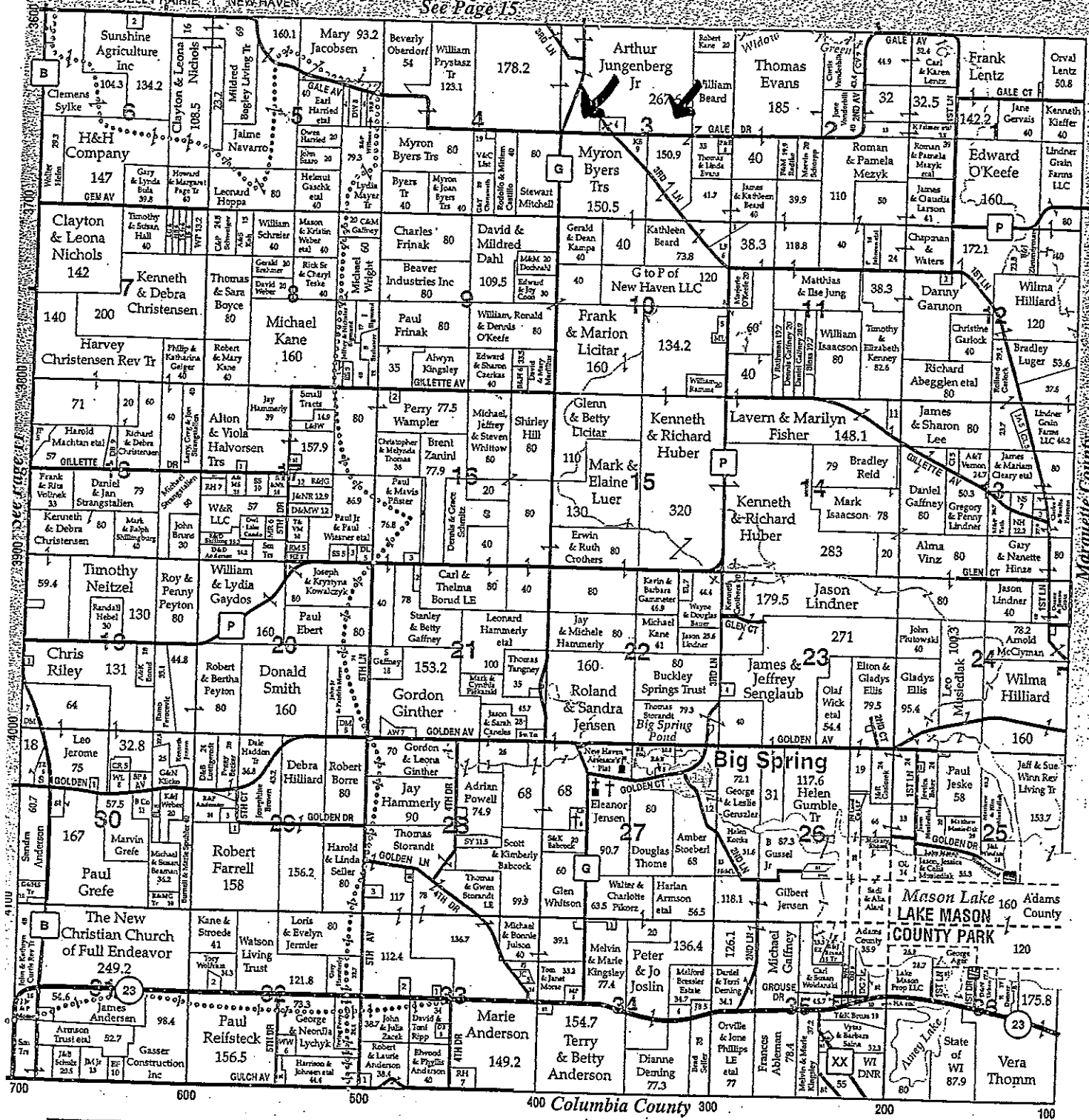


Jungenberg
3-14-7
NEW HAVEN

22-57-0000
M187
5.000
#6.03

28 14 28
A1 to A3

Butler
2-51
1.62
Lot 1
M463



400 Columbia County 300 200 100

D. J. GASSER CONSTRUCTION
 Asphalt Paving - Gravel - Excavation
 (608) 356-3311
 Wisconsin Drills - Baraboo

GASSER

ORDINANCE NO. 10-09

AMENDED ORDINANCE NO. 28-2002

ADAMS COUNTY SALES AND USE TAX ORDINANCE

The County Board of Supervisors of Adams County, Wisconsin does ordain as follows:

Section 1. Authority and Purpose. This Ordinance is enacted under authority of Subchapter V, Chapter 77, Wis. Stats., and the County sales and use taxes imposed herein shall be used for the purpose of directly reducing the county property tax levy of Adams County. All revenues raised will continue to be used specifically to fund the debt service requirements of the County jail, with excess to fund jail operating expenditures. All excess revenue cannot be used by the Law Enforcement Department for operations without review by the Public Safety & Judiciary and Administrative Finance Committees on a yearly basis.

Section 1(a). To allow for a one time expense not to exceed \$500,000.00 to reconstruct Easton Dam. Any unexpended funds shall be returned to the County Sales Tax Fund.

Section 2. Imposition of Tax. There are hereby imposed county sales and use taxes at the rate of 0.5% in the manner and to the extent permitted as set forth in their entirety in Subchapter V, Chapter 77, Wis. Stats., and acts amendatory thereto.

Section 3; This Ordinance shall become effective March 17, 2009.

Section 4. A certified copy of this ordinance shall be delivered to the County Clerk of Adams County and to the Secretary of the Department of Revenue of the State of Wisconsin at P. O. Box 8933, Madison, WI 53708.

Submitted and adopted by the Adams County Board of Supervisors this 17th day of March, 2009.

Al Sebastiani
Ken Ward

Karl K. Kneip
John A. St.
Joyce Kucinich

Enacted _____
Defeated _____ by the Adams County Board of Supervisors this 17th day of March, 2009.
Tabled _____

Cindy Phillippi, County Clerk

Al Sebastiani, County Board Chair

ADAMS COUNTY BOARD OF SUPERVISORS MONTHLY MEETING MINUTES
February 17th, 2009, 6:00 p.m.

The Adams County Board of Supervisors meeting was called to order by Chairperson Sebastiani at 6:05 p.m.

Roll Call of Supervisors: Dist. #01-Glenn Licitar; Dist. #02-Diane England; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #07-Joe Stuchlak; Dist. #08-Frances Dehmlow; Dist. #09-Pat Townsend; Dist. #10-Joanne Sumpter; Dist. #11-Gary Hartley; Dist. #12-Florence Johnson; Dist. #13-Michael Keckeisen; Dist. #14-Bev Ward; Dist. #15-David Renner; Dist. #16-John West; Dist. #17-Joyce Kirslenlohr; Dist. #18-Terry James; Dist. #19-Karl Klingforth; Dist. #20-Cynthia Loken. Excused, Dist. #06-Dean Morgan.

Motioned by Ward/Sumpter to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Babcock/Townsend to approve the January 20, 2009 County Board Minutes. Motion carried by unanimous voice vote.

Correspondence: Letter dated February 01, 2009 from William Pegler, regarding Peppermill Lake District was read.

Motioned by Klingforth/Hartley to deviate from the agenda to item C under Reports and Presentations for the update on the Easton Dam. Motion carried by unanimous voice vote.

Reports and Presentations:

a. Administrative Coordinator/Director of Finance gave a presentation.

b. Department

- Register of Deeds 2008 Annual Report was submitted.
- Land Information 2008 Mapping Project Annual Report was submitted.
- Clerk of Circuit Court 2008 Annual Report was submitted.
- Community Service Program 2008 Annual Report was submitted.

Motioned by Ward/Licitar to accept all 2008 annual reports as submitted. Motion carried by roll call vote 19 yes, 1 excused. Excused Morgan.

c. Miscellaneous

- Discussion on nutrition program took place.
- Shoreland Protection Ordinance/Buffer presentation took place.

Resolutions:

Res. #14: Motioned by Sumpter/Licitar to adopt Res. #14 to adopt and ratify the revised Sanitary Permit Fees schedule for the Planning and Zoning Department as attached hereto. Motion to adopt Res. #14 carried by 15 yes, 4 no, 1 excused. Voting no, Kirslenlohr, Klingforth, Kotlowski, Stuchlak. Excused Morgan.

Res. #15: Motioned by James/Klingforth to adopt Res. #15 to authorize the Administrative Coordinator to act on behalf of Adams County to apply for \$7,600 from the Wisconsin Department of Natural Resources Aquatic Invasive Species Grant Program for the purpose of educating residents and visitors of Big Roche A Cri Watershed on identification, prevention and control of aquatic invasive species. Motioned by Licitar/Dehmlow to amend Res. #15 to add "Finance Director" behind "Administrative Coordinator." Motion to amend carried by roll call vote 19 yes, 1 excused. Excused Morgan. Motion to adopt amended Res. #15 carried by roll call vote 19 yes, 1 excused. Excused Morgan.

Res. #16: Motioned by Klingforth/Johnson to adopt Res. #16 to request the Legislature and Governor to adopt legislation giving Adams County the authority to become a Premier Resort Area. Motion to adopt Res. #16 carried by roll call vote 19 yes, 1 excused. Excused Morgan.

Recess: Motioned by Sumpter/Johnson to recess at 8:20 p.m. Motion carried by unanimous voice vote.

Reconvened: Reconvened at Roll call 19 present, 1 excused. Excused Morgan.

Res. #17: Motioned by Renner/England to adopt Res. #17 to rescind the portion of Resolution No. 66-2007 approving Grade 10, Step 1 of the Adams County pay scale as the salary for the position of Legal/Personnel Secretary and comply with the County's existing procedure for new position classification and adopt the evaluation of Carlson Dettmann, that the position of Legal/Personnel Secretary be placed in Grade 6 of the Adams County pay scale (2008). Motioned by Ward/Keckeisen to postpone Res. #17 carried by roll call vote 14 yes, 5 no, 1 excused. Voting no, Dehmlow, England, Loken, Renner, Townsend. Excused Morgan.

Res. #18: Motioned by Johnson/Keckeisen to adopt Res. #18 to appoint a member of the Public Safety and Judiciary ("PS&J") Committee as a liaison to assist with and assure communication between Adams County and the Adams County Humane Society (ACHS), by attending ACHS meetings and reporting to the Public Safety & Judiciary Committee. Motion to adopt Res. #18 carried by roll call vote 19 yes, 1 excused. Excused Morgan.

Ordinances:

Ord. #05: Motioned by James/Stuchlak to enact Ord. #05 to amend Adams County Shoreland Protection Ordinance. The record reflects Sumpter's request that "adopted" be changed to "enacted." Motion to enact Ord. #05 carried by roll call vote, 19 yes, 1 excused. Excused Morgan.

Ord. #06: Motioned by Stuchlak/Sumpter to enact Ord. #06 to rezone a portion of a parcel of land in the Town of Springville, owned by Myrna Maron, 5.2 acres on property located in the NW ¼, NE ¼, Section 3, Township 15 North, Range 5 East, on Fawn Avenue, changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #06 carried by roll call vote, 19 yes, 1 excused. Excused Morgan.

Ord. #07: Motioned by Johnson/Klingforth to enact Ord. #07 to rezone a parcel of land in the Town of Richfield, owned by Lois Jacobs, property (40 acres) located in the NW ¼, SE ¼, Section 25, Township 18 North, Range 7 East, on 1st Drive, changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District. Motion to enact Ord. #07 carried 18 yes, 1 no, 1 excused. Excused Morgan.

Ord. #08: Motioned by Kirslenlohr/Stuchlak to enact Ord. #08 to rezone a portion of a parcel of land in the Town of New Chester, owned by William McChesney, NW ¼, SW ¼ Section 10, Township 16 North, Range 7 East, at 2552 County Road E, property to be changed from a Recreational/Residential District to a General Purpose District. The record reflects Sumpter's request that "denial" be changed to "enacted." Motion to enact Ord. #08 carried by roll call vote, 19 yes, 1 excused. Excused Morgan.

Motioned by Sumpter/Keckeisen to approve claims. Motion carried by unanimous voice vote.


Motioned by Loken/Hartley to approve per diem and mileage. Motion carried by unanimous voice vote.

Motioned by Johnson/Sumpter to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set meeting date for March 17, 2009 at 6:00 p.m.

Motioned by Loken/West to adjourn at 8:56 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,


Cindy Philippi

Adams County Clerk

These minutes have not been approved.

Administrative and Finance Committee Meeting Minutes
January 15, 2009
9:00 a.m.

Meeting was called to order by Chairman West at 9:05 a.m. Members present, Ward, West, Sebastiani, Klingforth, and Kirsenlohr. Other present, Stuchlak, James, Licitar, Gatterman, Chamberlain, Petkovsek, Sylvia Breene, Bev Licitar, and Phillippi.

Motioned by Ward/Klingforth to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Klingforth/Ward to approve the December 12, 2008 meeting minutes. Motion carried by unanimous voice vote.

Report on Easton Dam construction agreement. The Easton Dam Construction agreement has been turned over to the Corporation Counsel, design and construction plans will be reviewed, if there are any major changes to the plan the changes will be forwarded back to the Planning and Development Committee.

Hydro electric generation was discussed. FERK permitting is required to go with Hydro electric. Doug Spaulding is the liason for FERK. FERK requirements change regularly. Anything dealing with interstate commerce or federal commerce where there is money in/out required FERK permitting. Currently, the Lake District is indifferent about the Hydro electric. Revenue was estimated at \$14,000 at one point it seem feasible, however with FERK requirements it is not. Design costs will increase the actual construction from \$65,000 to \$350,000-\$400,000 for hydro electric with the FERK requirements. Only if grant dollars are available will hydro electric be included in the project.

Easton Road costs are the Towns responsibility, the Dam reconstruct project costs are the County's and the Lake District will be responsible for the sanitary district, lake morphology and buffer. The Lake District will also be responsible for the DNR permitting. Costs associated with dredging are high, there will be no need for dredging at this time. Burning of weeds and the seed bed will take place. New Chester and Adams County fire district are working together on this.

A letter from Tom Feller regarding costs/profit associated with hydro electric was discussed. Tom's letter reflected projections, but the permitting portion was not included nor any overhead costs.

Costs associate with the project were discussed, road construction are higher now than they were 3 months ago, scrap steel is down, but new steel is up. With Gatterman's resignation there were concerns about additional contract fees with Ayres and technician fees. Discussion took place about pushing Ayres into the project and associated costs pertaining to on site inspections.

Barb is currently working with legislators regarding the stimulus package. Barb submitted the model for the dam that included hydro operations in the stimulus package. The govenor's budget proposal should come forward in early February. It is uncertain when the State budget will come forward and about grant dollars.

Barb discussed project time lines, there will be a meeting on the 23rd to review the agreement, take it back to committee only if there are significant changes. At the February County Board Meeting Ayres will do a presentation on the Dam Reconstruct Project, with time for public comment at that meeting. In March signing of agreements, will take place, taking into consideration discussion and public comment from the February Board meeting.

Discussion took place regarding funding on the dam project. The committee in conjunction with members from the Planning & Development committee mutually agreed that the appropriate place to obtain the money would be the sales tax fund with the understanding that there is enough money to pay the remaining jail debt. It is not recommended that the county borrow money for this project. Barb will have Jack draft a resolution to repeal the sales tax resolution and incorporate the appropriate language for usage of the sales tax money. This resolution will be ready by February. By using the sales tax money the levy will not be impacted. Many use the dams they are a part of our natural resources and we need to be proactive.

Kirsenlohr believes the sales tax money should be utilized for future construction and the county needs to be conservative when taking money out of the fund.

Discussion on eliminating the ½% sales tax took place. The committee does not believe it is in the best interest of anyone to eliminate it.

Barb provided the draft white paper on premier tax.

Motioned by Klingforth/Ward to recess at 10:05 a.m. Motion carried by unanimous voice vote. Phillippi left.

Ward took over minutes.

Reconvened at 10:20 a.m.

Motioned by Klingforth/Ward to deviate to item #14 premier resort tax. Barb recommends to go forward. Motioned by Ward/Kirsenlohr to approve Barb presenting this to Public Works and Planning and Development Committee if they are in favor then present it to the whole board. Motion carried by unanimous voice vote.

Motioned by Ward/Sebastiani to approve check register. Motion carried by unanimous voice vote.

There were question on the washer and driers for law enforcement, planning and zoning vehicle repair at American Auto Body.

Barb informed the committee Tami Broome left, Teresa Marti accepted and the GIS person resigned. Video conferencing will not happen we need another T-1 line at \$12,000. The money for this project will lapse back to the General Fund. There is no contingency, general fund report. Overall department budgets look good, the Health and Human Services \$27,000 in the black or \$72,000 in the red. Highway snow removal is \$576,756.62 in the red. Mike said the software at Solid Waste is working fine and the new process is in place. In 2010 Solid Waste department should be a full enterprise fund. Making progress on the credit card project. Raffle ticket were discussed and a report was passed out on 22 shows.

Agenda items to come: raffle ticket policy, CD long term care, Easton Dam, premier resort tax.

Motioned by Ward/Sebastiani to fill vacancy in County Clerk's office. Motion carried by unanimous voice vote.

Motioned by Sebastiani/Klingforth to adjourn at 1:00 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,


Cindy Phillippi, Bev Ward

Recording Secretaries, These minutes have not been approved.

Administrative and Finance Committee Meeting Minutes
February 16, 2009 - 9:00 a.m.

Meeting called to order by Chairperson West with all members present. Also in attendance was Petkovsek, Nickel, July and McGhee.

Item 15 – **MIS-vouchers, financial report.** The Committee had no questions on the vouchers or financial report. There was discussion regarding the IT Policy. Dawn will check out the price for cell phone boosters for lap tops and report back to the Committee next month. Also, the Committee would like the Ad Hoc Committee to address the policy at the first meeting in March.

Item 16 – **Discuss and/or act on: Raffle Policy** Karl Klingforth handed out a draft of a policy and also a draft of a deposit slip. Motion by Ward/Klingforth to forward this information to the Ad Hoc Committee so they can update the Policy Manual. MC by UVV.

Solid Waste – Long Term Care – CD. The CD has been renewed with no penalty on withdrawals. Due to the economy it has not been confirmed if the DNR is going to release any of this money. If money is released it will be used first for the deficit and the rest would revert to the General Fund. **Funding reconstruct of Easton Dam.** This was put in the Stimulus package. Adams, Marathon and Portage County have highway projects ready to go and could be in line for the first round and if not the first round, the second round. The projects will be 100% paid with no County match required. Broadband width in rural areas was discussed and is also included in the Stimulus package. This will be investigated further for Adams County.

Premier Resort Tax. Resolution was presented to the Committee for signatures for the County Board meeting on Tuesday. Discussion how monies would be spent if we received approval from the State.

At this time Chairman West was excused and Vice-Chair Sebastiani took over the meeting.

Item 6 – **Approve check register.** Questions were asked regarding some vouchers for H&HS, Sheriff, Treasurer and Administrative Coordinator/Director of Finance. Motion by Klingforth/Kirsenlohr to approve the check register. MC by UVV.

Item 7 – **Administrative Finance Director monthly financial report.** Barb stated that it is estimated we saved \$10,000 by using Office Depot versus the Purchasing Department. Some departments are still using outside sources for printing. Year end estimate for the General Fund is \$1,553,964.66 and the Contingency Fund at \$474,323.35. End of the year cut off for vouchers and receipts if the end of February. In April, there will be a resolution balancing out accounts that have a deficit. Barb felt there was a need for more training for Department Head on vouchers and journal entries. Credit card acceptance started on 2/3/2009. Barb has attended meetings for the WCA Legislative Exchange, Strategic Planning and Wisconsin Ways.

Motion by Ward/Kirsenlohr to recess for lunch at Noon and reconvene at 1 p.m. MC by UVV.

Meeting reconvened at 1:10 p.m.

Item 8 – **Preliminary discussion and direction on 2010 budget.** At the March Department Head Barb will be discussing the 2010 budget process. They will be told to look at a 2 to 3% increase and to look at all programs that are discretionary. Also, they will be asked to update the mandated programs, which ones are receiving funding and which ones are the county responsibility. Also, Barb will ask for them to look at what can be done collectively across the board and how offices can collaborate services between departments.

13. **Treasurer financial report, tax deeded property update.** Mary Ann presented her financial reports and discussed the decreasing interest we are receiving. She has moved money into CD's at the local banks, with no penalty for early withdrawal and is receiving a little more interest. No updated on tax deeded property was given. Mary Ann informed the Committee that Char Trzesniak has given her two weeks notice. This will be put on next month's agenda.

14. **Review and discuss Resolution No. 44-2002.** Mary Ann will update the resolution and present it at the next committee meeting.

Items 9, 10, 11 **Discuss and/or act on video conferencing, audio recording system and courtroom sound system.** The Committee requested Barb to meet with persons involved, get all the facts in writing and present back to the committee next month. It seems that the previous information regarding the T 1 was not accurate and now feel they might want to move ahead with the project.

Next regular meeting date is March 12th at 9 a.m. in Room A160 and April 1st for the closing of the books at 9 am in Room A160.

Items for next months agenda: Delivery of ballots, updated Resolution #44-2002, report on items 9, 10 and 11, vacancy in Treasurer's Office, Price for cell phone booster.

Respectfully submitted,

Bev Ward
Acting Secretary

**Adams County Airport Commission
Minutes for the February 9, 2009 Meeting**

Call to Order: Meeting was called to order by Chairman Gary Hartley at 7:00 PM.

Roll Call: G. Hartley, F. Dehmlow, J. Johnston, J. Reuterskiold, S. Pollina. Also in attendance were M. Scott, airport manager and S Sundsmo, grounds keeper.

Audience: Jane Grabarski, Adams County Emergency Government; Tom Jones, Communications Services; Phil McLaughlin, Adams County Planning and Zoning; Jack Albert, Adams County Corporation Counsel; David July, Sheriffs Department; Dale Broeckert, Foth Infrastructure and Environment; Jim Speichinger, Pilot.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Dehmlow, Second by Pollina to approve agenda. Motion carried by voice vote.

Approve the minutes: The minutes for the July 21, 2008, September 8, 2008 and the January 15, 2009 meetings have not yet been presented for approval. They are to be submitted by the next meeting.

Airport Managers Report:

As most of the audience was in attendance specifically for the tower variance it was brought out of order as the first item of the airport manager's report.

Height Zone – Adams Co. Sheriffs Dept./Emergency Govt. request for variance for tower at Highway Shop.

Discussion was opened by several of the commission members voicing their concern regarding how the tower could have been constructed without receiving a required approval from the airport commission. Phil McLaughlin, Planning and Zoning provided a brief overview of the process and explained what did take place. Mr. Tom Jones, Communication Services, then offered additional information, as did Mr. July. The discussion turned toward liability to the county and airport commission members if the variance were to be approved and Mr. Jack Albert, Corporation Counsel, provided insight. The consensus of the commission and audience was that approval from the airport should have been requested under the Height Zone Ordinance and that safe guards are needed to be certain another procedure failure could not take place.

Motion by Dehmlow "to grant a variance for the existing communications tower on Co. Hwy. F based on letters of approval from the FAA, FCC, BOA contingent on verification that the Adams County Airport Commission is covered under the

general County liability insurance.” Second by Reuterskiold. Motion Carried by roll call vote: 5 yea/0 nay.

Financial/Review Monthly Check Summary: None were available at the time of the meeting

Review Correspondence: Bill from Hintz for \$2,200 for snow plowing while the county truck was down for a new transmission. Forwarded for payment.

.Fuel Report: Scott reports that so far this year total sales have been 313.8 gallons which was similar to the sales rate of the previous year. Scott reports that the high cost of fuel and the current state of the economy has reduced fuel sales by more than 80% from 2007.

6-Year Improvement Plan Update: Mead & Hunt has been in contact with the DNR over the .07 acre wetlands at the airport. The DNR has called in the Army Corp. of Engineers to make an assessment and is expected to do so this spring.

Courtesy Car: Scott reported that the local EAA chapter was not in a position to acquire and insure a car from the county to be used as a courtesy car at the airport. Discussion followed with the consensus of the group being to work toward acquiring the car for airport use only, not as a courtesy car, until such a time as the local EAA Chapter or another entity was able to manage a courtesy car. Scott was directed to continue talks with the county.

Grounds Keeper Report: Sundsmo reported that the snowplow is back in operating condition after having a new transmission installed. He further reported several runway lights are down and as time and weather permits they will be repaired.

Audience comments: None

Next meeting was set for March 16, 2009 at 7PM.

There being no further business a motion was made by Johnston to adjourn, seconded by Pollina, motion carried. Meeting was adjourned at approximately 9 PM.

Respectfully submitted:



Michael L. Scott
Airport Manager

Adams County Legion Field - Fuel Sales from Fuel Pump

	A	B	C	D	E	F	G	H
1	Date	Meter Reading	Drops (Gal)	Sales (Gal)	Gross Vol.	Meas. Vol	Difference	Retail
2	1st Quarter 2009					5597.77		
3	1/12/2009	3390552	0.00	43.68	5554.09	5547.84	6.25	3.60
4	2/9/2009	335326	4001.00	270.13	9278.71	9350.56	-71.85	3.20
5	Quarterly Total		4001.00	313.81			-65.60	
6								
7	2nd Quarter 2009							
8	Quarterly Total		#REF!	#REF!			#REF!	
9								
10	Date	Meter Reading	Drops (Gal)	Sales (Gal)	Gross Vol.	Meas. Vol	Difference	Retail
11	3rd Quarter 2009							
12	Quarterly Total		#REF!	#REF!			#REF!	
13								
14	Date	Meter Reading	Drops (Gal)	Sales (Gal)	Gross Vol.	Meas. Vol	Difference	Retail
15	4th Quarter 2009							
16	Quarterly Total		#REF!	#REF!			#REF!	
17								
18	Yearly Summary							
19	1st Qtr		313.81					
20	2nd		#REF!					
21	3rd		#REF!					
22	4th		#REF!					
23	Year Total		#REF!					



MEETING MINUTES

Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: December 17, 2008

Place: CWCAC, Inc. Headquarters
1000 Highway 13
Wisconsin Dells, WI 53965

Board Members:

Present: Bill Gomoll, Ross Swinehart, John Atkinson, Scott Beard, Jim Layman, Joe Garvin, Muriel Harper, Joan Koscal, Evans Littlegeorge, Charlie Krupa, John Earl, Joan Fordham, and Kristine Koenecke

Absent: Fran Dehmlow and John Stevenson

Unexcused Absence: None

Staff Present: Fred Hebert, Donna Lynch, Kari Labansky, Craig Gaetzke, Susan Tucker, and Lisa Williams

Guests: None

Discussion Items

1. Motion was made by Joan Koscal to adopt the agenda. Seconded by Ross Swinehart. Passed unanimously. MOTION CARRIED.

Motion was made by Joan Fordham to adopt the meeting minutes of December 17, 2008. Seconded by Kristine Koenecke. Passed unanimously. MOTION CARRIED.

2. President's Comments

John Earl commended John Hay on a job well done with the OCS grant at MVP and Revolving Loan Funds of \$99,000 and \$500,000. With our Sauk Human Services Grant ending Chuck Moran will assume new position responsibilities within the agency. John thanked the Client Services Committee, Building Committee, and Greg Schmidt for their hard work throughout the year with a recognition being planned for Greg. He commented on how busy the agency continues to be and what a great experience it is to be part of that.

3. Executive Director's Report

Fred thanked John Earl for attending the All Staff Christmas Gathering. Highlights of 2008 included: Colfax and the Wyona Lake

Apartments USDA loan were expunged; we bought the Beaver Dam building; we built Kirk-Wood Apartments; we save two percentage points by refinancing our Adams building; we procured management of three regular and three Emergency Community Development Block Grants; we procured a \$54,000 Federal Home Loan Grant; we're in the final year of the \$700,000 OCS grant at the MVP Business Center which assisted in creation of 34 businesses and 134 jobs; the OCS Grant being a springboard for our Jobs & Business Development Program; thanks to Kari Labansky for one of the best Fiscal Reports in agency history; and we became the fiscal agent for Angie's Hope for You. He expressed gratitude for his position in the agency and for board member and management support. He thanked board members, John Earl for his personal support and direction as Board President, and Ross for his dedication and support. Rent revenue of \$46,000 a year through tenant support also helps the agency tremendously. Fred wished everyone a safe and Merry Christmas.

Motion was made by Bill Gomoll to adopt the agenda. Seconded by Scott Beard. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

Kari Labansky presented the Budget & Finance Report. The October 2008 Cash Flow Statement reflected actual cash at month end of \$230,809.29. The November 2008 Cash Flow Statement reflected actual cash at month end of \$407,879.65. Grant revenue under Operational Cash Sources looks very high due to the \$250,000 of Revolving Loan Funds for Glenville Timberwrights. That money will decrease over the next six months as Glenville constructs their building and they begin taking draws through the title company. The Wyona Lakes reserve account was closed and put into regular cash. We are waiting for \$54,000 from Federal Home Loan Bank for Kirk-Wood and USDA subordination of our Adams property before we can receive our \$160,000 loan from Grand Marsh State Bank for Kirk-Wood. Kari stated that we could look into consolidating loans at a lower interest rate in the coming year however some of the loans are with USDA which has strict guidelines. Kari will present the December 31, 2008 Cash Flow Statement and Balance Sheet at the next meeting.

Motion was made by Ross Swinehart to accept the December 17, 2008 Budget & Finance Report as presented. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

Committee Reports

a. Building Committee

The Building Committee Reports of November 14, 2008 and December 5, 2008 were distributed in the board packets prior to the meeting.

Bill Gomoll gave highlights of the November 14th report: The meeting was called to order and agenda unanimously approved by motion. The minutes of the October 10, 2008 meeting were unanimously approved by motion. Committee members discussed the next HOME Grant Project site in the Village of Rock Springs. A possible location out of the flood plain has been identified from the school district and will be pursued. Fred recognized and commended the Building Committee for their commitment to completion of at least one Affordable Housing Project each year. Information will be provided for our upcoming HOME Project on annual cost savings projection with the addition of extra solar collectors.

Bill Gomoll gave highlights of the December 5th report: The meeting was called to order and agenda unanimously approved by motion. The minutes of the November 14, 2008 meeting were unanimously approved by motion. Positive comments were expressed about the Kirk-Wood Apartments Grand Opening. A recognition for Greg Schmidt was discussed. Fred is pursuing acquisition of land from the school district of Rock Springs for our next HOME Project. After discussion, motion was unanimously approved directing the Executive Director to begin a property search in Necedah for our 2010 HOME Project. Some remaining electrical work will be completed soon at our Beaver Dam building with an Open House being planned for early next year. Ross updated the committee on the need for a bumper to be installed at the Adams Food Pantry Loading Dock.

Motion was made by Muriel Harper to accept the Building Committee Reports of November 14, 2008 and December 5, 2008. Seconded by Joan Koscal. Passed unanimously. MOTION CARRIED.

b. Client Services Committee

No meeting - no report.

c. EPF Committee

The EPF Committee Report of November 14, 2008 was distributed in board packets prior to the meeting.

John Earl gave highlights of the November 14th report: The meeting was called to order and agenda approved by unanimous motion. The minutes of the October 10, 2008 meeting were approved by unanimous motion. Personnel issues were reviewed. No Cost of Living Adjustments (COLA) were budgeted for 2008 or 2009. Incentives were awarded in Weatherization with dollars available in their grant. A \$300 Employee Performance Award will be given to all employees in January 2009. Health insurance is increasing 12.77% for 2009. Information will be presented at the next meeting on changing definitions of Limited Term Employee and Temporary Employee. Employee evaluations will be sent to Managers for completion in late November. Fred's evaluation will be sent to committee members for review prior to the next meeting. Kari

presented the September 2008 Financial Statement. The \$99,000 Revolving Loan Fund at MVP is going well with all dollars loaned out. The \$500,000 Revolving Loan Fund has been loaned out; \$400,000 to Glenville Timberwrights in Baraboo and \$100,000 to Projects Unlimited in Beaver Dam. The Emergency Community Development Block Grants for Adams and Merrimac will expire in September 2009. The Kirk-Wood Grand Opening Program was reviewed.

John Earl gave the EPF Committee Report of December 17, 2008. The meeting was called to order and agenda approved by unanimous motion with the additional of reviewing the Executive Director Evaluation in Closed Session. The minutes of the November 14, 2008 meeting were approved by unanimous motion. Motion was unanimously approved recommending full board approval of revisions to the Personnel Policy Manual, pages 3 & 4, III. Conditions of Employment clarifying definitions of Limited Term Employee and Temporary Employee. With the revisions, it would read: pg 3, Limited Term Employee: An employee who is hired for a position with the anticipated duration of employment being six (6) months or less. Limited Term employees are not eligible for employee benefits. Pg 4, Temporary Employee: An employee who is hired for special projects for short-term periods of time. A temporary employee may work any number of hours a week. Temporary employees are not eligible for employee benefits. There may be a rate increase of 12.77% in 2009 health insurance which is still being negotiated. Many positive comments were expressed regarding the Kirk-Wood Grand Opening. Fred will check with Greg Schmidt on the current hot water boiler system in our two new apartment buildings to ensure full functionality. Motion was unanimously approved by roll call vote to go into Closed Session to discuss the Executive Director's evaluation. Motion was unanimously approved by roll call vote to go back into Open Session. After discussion, John Earl commented that he will compose a letter regarding the Executive Director's evaluation for EPF Committee and Board Member review. The December 17th Board Meeting Agenda was reviewed. Adams WHEAP Clients are still coming to our Adams Office Building rather than the Adams Human Services Office for assistance. Kari provided the Finance Report Update. Additional electrical work is being completed in Apartment 6 at our Beaver Dam Building. Wood Hollow is fully occupied.

Motion was made by Bill Gomoll to accept the EPF Committee reports of November 14, 2008 and December 17, 2008. Seconded by Kristine Koenecke. Passed unanimously. MOTION CARRIED.

4. Program Reports

- a. Weatherization Report
- b. Homeless Report
- c. Hunger Reduction Report
- d. Employment & Training Report
- e. Business Development Report

Manager Reports were distributed in the Board Meeting Packets for board member review prior to the meeting. Craig Gaetzke reported completion of 80 units. Weatherization received an extra \$500,000 on the current contract which will add another 20 units for the coming year. They plan to replace both large cube vans and add two large generators. They have hired two new Crew Workers, a Program Specialist, and plan to hire a half-time Program Financial Assistant. Susan Tucker reported that no applications are currently being taken as we ran out of rental assistance dollars much earlier this year than previously. The annual HUD progress report on the Scattered Site Transitional Housing Program was distributed and reviewed. In summary all program goals are being exceeded in terms of residential stability and personal goals including clients working and attending available resource programs. Lisa Williams reported the 2009 Holiday Train as the biggest fundraiser in agency history generating over \$17,000. Fred reported that the owners of the MVP Building have agreed to let us retain an office there out of which we will continue to run our Jobs & Business Development Program.

Motion was made by Bill Gomoll to accept the Weatherization, Homeless, Hunger Reduction, Employment & Training, and Business Development Program Reports of December 17, 2008. Seconded by Scott Beard. Passed unanimously. MOTION CARRIED.

7. Old Business

Jim Layman thanked board members and expressed his sincerest gratitude for their thoughtfulness in sending the plant and card when he was recovering.

8. New Business

Motion was presented by the EPF Committee recommending full board approval to change wording of Personnel Policy Manual, pages 3 & 4, III. Conditions of Employment, to clarify definitions of Limited Term Employee and Temporary Employee. After discussion, motion was made by Joan Fordham to approve the motion as presented by the EPF Committee with the revision of the word "any" in the last sentence under Temporary Employee to "variable". Revised wording will read: pg 3, Limited Term Employee: An employee who is hired for a position with the anticipated duration of employment being six (6) months or less. Limited term employees are not eligible for employee benefits. And pg 4, Temporary Employee: An employee who is hired for special projects or short-term periods of time. A temporary employee may work a variable number of hours a week. Temporary employees are not eligible for employee benefits. With no further discussion, seconded by Kristine Koenecke. Passed unanimously. MOTION CARRIED.

9. Next Meeting

Wednesday, February 25, 2009 @ 10:30 a.m.

10. Adjourn

Bill Gomoll made a motion to adjourn. Seconded by Ross Swinehart. Passed unanimously. MOTION CARRIED.

Executive Committee Minutes
Monday, December 1, 2008
12:30 p.m. - Conference Room A260

Chairman Sebastiani called the meeting to order at 12:30 p.m. Members present: Bev Ward, David Renner, Cindy Loken, Diane England and Al Sebastiani. Others present were: Barb Petkovsek - Administrative Coordinator/Director of Finance, Jack Albert - Corporation Counsel/Personnel Director, Mary Faherty - Interim Health & Human Services Director and Patricia Townsend - Health & Human Services Board Chair.

Meeting was properly announced.

Motion by Renner/England to approve the agenda. **Motion carried.**

Motion by Ward/Townsend to convene in closed session per §19.85(1)(c), Wis. Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Interview candidates for Director of Health & Human Services Dept. Update on negotiations. **Motion carried** unanimously by roll call voice vote.

Motion by Loken/England to reconvene in open session per § 19.85(2), Wis. Stat., to consider an vote on appropriate matters. **Motion carried** unanimously by roll call voice vote.

Motion by Renner/England to adjourn at 8:20 p.m.

Respectfully submitted,

Cynthia Loken
County Board Supervisor/Executive Committee Member

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

Executive Committee Minutes
Monday, December 8, 2008
Conference Room A260 - 8:00 a.m.

Meeting called to order by Chairman Al Sebastiani at 8:05 a.m. Members present: Cindy Loken, David Renner, Diane England, Bev Ward and Al Sebastiani. Others present: Barb Petkovsek - Administrative Coordinator/Director of Finance, Jack Albert - Corporation Counsel/Personnel Director, Wendy Pierce - Fiscal & Support Services Manager (H&HS), and Jane Gervais.

Motion by Loken/England to approve the October 21 & November 10, 2008 minutes. **Motion carried.**

No public participation or correspondence.

Discuss and/or act on resolution amending Chapter 10, Section 2 of the Personnel & General Administrative Policies - Employee Recognition Policy. Discussion was held regarding certificates be given to recognize employees for their years of service to the County. **Motion** by Renner/Loken to adopt recognition policy as Barb Petkovsek presented, by giving certificates to employees to recognize them for their years of service to the County.

Veterans In-service Day was discussed.

Discuss and/or act on revised Clerk/Receptionist job descriptions at Health & Human Services Department. Wendy Pierce explained that the typing requirement was not necessary for the position. **Motion** by Loken/England to approve the revised job description. **Motion carried.**

Discuss and/or act on residency requirement. Residency for Sheriff's Department employees was discussed by Sheriff Darrell Renner and Chief Deputy David July. Discussion was held.

Discuss and/or act on offering Boston Mutual Whole Life Insurance as a voluntary option for employees. Representative from Boston Mutual Whole Life Insurance Company gave a presentation on offering voluntary life insurance to employees. Discussion was held by Committee. **Motion** by Loken/England that Adams County offer the Boston Mutual Insurance to employees in March 2009. **Motion carried.**

Discuss non-represented 2009 increase. Discussion was held regarding the 2009 increase of 5.8% and the Carlson Dettmann wage scale.

Chair Sebastiani called for a five-minute break at 9:20 a.m.

Motion by Ward/England to convene in closed session per §19.85(1)(c) & (1)(g), Wis. Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become

involved: Conduct second Interviews for the Director of Health & Human Services Department. Update on negotiations. **Motion carried** unanimously by roll call voice vote.

Motion by Loken/Renner to reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. **Motion carried** unanimously by roll call voice vote.

Motion by Loken/Ward to approve voucher reports for Administrative Coordinator/Director of Finance, Maintenance, GIS and Corporation Counsel/Personnel Departments. **Motion carried.**

Action items for next meeting: Non-represented 2009 increase.

Next meeting date is scheduled for January 12, 2008, at 9:00 a.m.

Motion by Renner/Ward to adjourn at 12:35 p.m.. **Motion carried.**

Respectfully submitted,

Jane M. Gervais
Recording Secretary
Paralegal/Personnel Assistant

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

Executive Committee Minutes
Monday, February 9, 2009
Conference Room A260 - 9:00 a.m.

Meeting called to order by Chairman Al Sebastiani at 9:03 a.m. Members present: Cindy Loken, Bev Ward, David Renner, Diane England and Al Sebastiani. Others present: Barb Petkovsek - Administrative Coordinator/Director of Finance, Jack Albert - Corporation Counsel/Personnel Director. Others present: Jane Gervais, Paralegal/Personnel Assistant.

Meeting was properly noticed.

Motion by Loken/England to approve the twice amended agenda. Motion carried.

No public participation or correspondence.

Motion by Loken/England to approve the minutes. Motion carried.

Discuss and/or act on refilling Payroll Specialist/Account Technician position. **Motion by Renner/Loken to approve refilling the Payroll Specialist/Account Technician position. Motion carried.**

Discuss and/or act on Fiscal and Support Services Manager (Sheriff's Department) job description/position. Discussion was held. **Motion by Ward to keep the job description the way it is and then amend the Chief Deputy's job description. Second by England. More discussion was held regarding the position's duties. Administrative Coordinator Petkovsek explained that this position had already been approved by Finance Committee and County Board, but was not approved by Executive Committee. Chief Deputy David July entered the meeting. Chief Deputy July explained his responsibilities as well as the Fiscal and Support Services Manager position's duties. Supervisor Ward withdrew the portion of her motion regarding amending the Chief Deputy's job description. Second was withdrawn by England. Motion by Ward/England to approve the Fiscal and Support Services Manager job description. Motion carried.**

Discuss and/or act on Conservation Engineer Technician job description. The Committee moved onto the next item on the agenda until the County Conservationist was available to discuss the position.

Discuss and/or act on Personnel Director & Administrative Coordinator/Director of Finance position/job description. **Motion by Ward/Loken to discuss the Personnel Director/Administrative Coordinator job description. Discussion was held. Administrative Coordinator Petkovsek suggested possibly having the Personnel Director fall under the Administrative Coordinator's office, although the Long Range Planning Committee approved the job description being presented with the intent that it be a separate department. Supervisor Ward presented recommendations/changes to the job description, which will be revised and brought back to the next Executive Committee.**

Discuss and/or act on Conservation Engineer Technician job description. County Conservationist Chris Murphy entered the meeting. Committee deviated back to this item. County Conservationist explained the changes to the job description. **Motion by Ward/Renner to approve the updated job description. Discussion was held regarding contract with Rome for the dams. Motion carried.**

The Committee continued with discussion about the Personnel Director job description/position.

Discussion was held whether to change the title to Human Resources Director. Corporation Counsel explained within Counties there has been a lot of confusion, on a daily basis, where there are so many people and phone calls coming in to the Human Resources Department instead of the Human Services Department because the titles are so similar. Decision was made to keep the title as Personnel Director, but when advertising it, put in parenthesis (Human Resources).

Discussion was held whether to keep it as a standalone department with a Personnel Director and a staff person as recommended by the Long Range Planning Committee. Discussion was also held to possibly put it under the Administrative Coordinator's supervision. Ward and Sebastiani would like to see it as a standalone department. Ward and Corporation Counsel Albert expressed that it is important to separate out the positions. England is leaning towards a Personnel Director to avoid confusion. Ward suggested advertising the position as Personnel (Human Resource) Director and leave the job description as Personnel Director. Renner asked to see the comparison costs of adding a Personnel Director and support staff and putting the position under the Administrative Coordinator. **Motion by Ward/Renner to postpone until the next meeting and bring back the updated job description with the suggested changes and figures on cost of a Personnel Director with support staff and a Personnel Director under the supervision of the Administrative Coordinator.** England requested that an organizational chart be included. **Motion carried.**

Sebastiani called for a five-minute break. Meeting back to order.

Discuss and/or act on GIS Technician position, job title and job description (attachment). Petkovsek advised the committee that Mr. Berendes had resigned as of the last meeting. It is being recommended that the title of the GIS position be changed to GIS Specialist/Assistant Land Information Officer. Discussion was held. **Motion by Ward/Loken to approve the revised job description and filling the position. Motion carried.**

Discuss and/or act on Legal/Personnel Secretary Grade/Salary (Corp. Counsel/Personnel Office). Discussion was held regarding the placement of this position. Corporation Counsel/Personnel Director Albert explained how the position was approved by Executive Committee in November of 2007, with the intent that the position be evaluated by Carlson Dettmann to be placed on the non-represented wage scale. A resolution then went to County Board with a Grade 10, Step 1 salary placed in the Resolution approving the position. On November 20, 2007, a letter was received from Carlson Dettmann recommending that the position be placed in Grade 6 of the salary study.

Administrative Coordinator Petkovsek and Corporation Counsel/Personnel Director Albert said, they should rescind the resolution and go by the Carlson Dettmann study. England questioned when the resolution was passed at County Board, whether they knew it was in the process of being evaluated by Carlson Dettmann. Ward stated, because that resolution was in place, they should be paying her the wages the resolution indicated until it goes back to County Board to be rescinded to be placed in Grade 6. Ward thought the budget would also need to be amended and Administrative Coordinator Petkovsek pointed out that it doesn't need to be amended.

Motion by Ward to let the resolution stating Grade 10 stand as is and say we learn by our errors in the future and that this isn't precedent setting. Chairman Sebastiani called for a second three times. **Motion died for a lack of a second.** Discussion was held.

England stated we should stick with the Carlson Dettmann study, otherwise you will have others feel they are being treated unfairly and that they could come in and change their salary at any time. Renner and Loken agreed to keep it consistent with the Grade where Carlson Dettmann placed the position on the scale.

Sebastiani said it shouldn't go back to the hire date. The resolution was in November 2007. Albert said, the resolution stated this position be at \$38,646.00, but that Carlson Dettman recommended Grade 6 and Grade 6, Step 3 (\$32,198.40) is what was agreed upon when the person was hired.

Motion by Renner/Loken to rescind the Resolution with the incorrect Grade 10 and change it to the Grade (Grade 6) Carlson Dettmann evaluated it at and live up to the resolution contents until the resolution is rescinded. Motion carried.

Administrative Coordinator/Director of Finance Barb Petkovsek presented her monthly report.

Corporation Counsel/Personnel Director Jack Albert gave his monthly report.

Motion by Ward/England to convene in closed session per § 19.85(1)(c) & (1)(g), Wis. Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Update on negotiations. Advise Committee on employee investigation. Motion carried unanimously by voice roll call vote.

Motion by Ward/Renner to reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion carried by voice roll call vote.

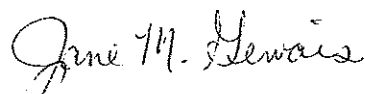
Motion by Ward/Renner to approve the voucher reports. Motion carried.

The next meeting date will be Monday, March 9, 2009, at 9:00 a.m.

Action items for next meeting: Updated job description for Personnel Director and financial figures.

Motion by Ward/England to adjourn at 1:34 p.m. Motion carried.

Respectfully submitted,



Jane M. Gervais
Recording Secretary
Paralegal/Personnel Assistant

Executive Committee Minutes
Monday, March 9, 2009
9:00 a.m. - Conference Room A260

Meeting called to order by Chairman Al Sebastiani at 9:03 a.m. Members present: Diane England, Bev Ward, Dave Renner, Cindy Loken and Al Sebastiani. Others present: Barb Petkovsek, Administrative Coordinator/Director of Finance; Jack Albert, Corporation Counsel/Personnel Director; Mary Ann Bays, Treasurer and Jane Gervais, Paralegal/Personnel Assistant.

Meeting was properly noticed.

Motion by Ward/England to approve the agenda. Motion carried.

Motion by Loken/Ward to approve the February 9, 2009, minutes. Motion carried.

No public participation or correspondence.

Discuss and/or act on Resolution to consider Census 2010 Proclamation. Discussion was held. **Motion by Loken/England to approve the resolution. Motion carried.**

Discuss and/or act on revised Conservation Engineer Technician job description. Chris Murphy was present to discuss the revision to the required qualifications. **Motion by Ward/Loken to approve the job description. Motion carried.**

Discuss and/or act on revised Real Property Lister job description. Treasurer Mary Ann Bays presented the changes to the job description. Discussion was held. **Motion by Ward/Renner to approve the revised Real Property Lister job description. Motion carried.**

Discuss and/or act on Secretary/Bookkeeper position (Treasurer's Office). Treasurer Mary Ann Bays explained that this was the Deputy position where the individual had just retired and with budget constraints she revised it to a part-time Secretary/Bookkeeper position. Discussion was held. **Motion by Ward to not allow the Secretary/Bookkeeper position be filled and to see how it works within six months. Chair Sebastiani called for a second three time. Motion failed for a lack of a second.** More discussion took place regarding the duties and hours of the position. **Motion by Loken/England to approve the part-time position in the Treasurer's office.** Additional discussion took place. **Motion by Loken/England to amend their motion to approve the Secretary/Bookkeeper job description and send it to Carlson Dettmann to evaluate where the position should be placed per policies and procedures.** Discussion was held whether a resolution should be sent to County Board. Administrative Coordinator Petkovsek indicated that, a previous position in the County Clerk's office was changed at Committee level and not taken to County Board. Discussion was held. **Motion carried** with Supervisor Ward voting no.

Discuss and/or act on revised Clerk/Typist (Fiscal & Support Services) job description (Health & Human Services). Health & Human Services Director, Chuck Price explained the changes to the job description. Discussion was held. **Motion by Loken/Ward** to approve the revised job description contingent upon approval of the Health & Human Services Board. **Motion carried.**

Discussion was held whether each position needs to go to Carlson Dettmann with every job description revision. Administrative Coordinator responded, with the removal of fiscal duties from H&HS Clerk Typist position, it should be re-evaluated. Supervisor Ward asked if the revised description for the Real Property Lister will be sent to Carlson Dettmann. Administrative Coordinator stated, she doesn't believe we need to because they are going to be moving that position up a grade and that will bring them up to Deputy Clerk grade, with the new proposal, though it is the Committee's decision. Discussion was held.

Discuss and/or act on Legal/Personnel Secretary Grade/Salary (Corporation Counsel/Personnel Office). Corporation Counsel/Personnel Director Jack Albert explained the resolution, the minutes approving the position, Grade 6 that Carlson Dettmann evaluated the position at and the recommended salary the position was advertised at and agreed upon. Corporation Counsel explained the job description was not created to be the same as the Paralegal/Personnel Assistant. Corporation Counsel/Personnel Director explained the process and procedures were followed and the recommendation from Carlson Dettmann should stand as the amended resolution was presented at last month's Board meeting. Renner stated, we should do the right thing and pass the resolution as it was written and not get into personalities. **Motion by Renner/England** to approve the resolution as was presented. **Motion carried.**

Discuss and/or act on Personnel Director & Administrative Coordinator/Director of Finance position/job description. **Motion by Loken/Ward** to approve the Personnel Director job description with the added changes noted under, Job Duties, retaining #3 and #7 to make the changes as recommended. **Motion carried.** Discussion was held whether to take this to County Board. It was decided to wait and bring facts and figures next month to Executive Committee before taking it to County Board.

Discuss and/or act on Retirement Resolution for Charlotte Trzesniak. **Motion by Loken/Renner** to approve the resolution. **Motion carried.**

Administrative Coordinator/Director of Finance presented her monthly report.

Corporation Counsel/Personnel Director gave his monthly report.

Motion by Ward/Loken to convene in closed session per § 19.85(1)(c) & (1)(g), Wis. Stats., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; Update on negotiations. Advise Committee on employee investigation. **Motion carried** unanimously by roll call voice vote.

Motion by Ward/Renner to reconvene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion carried unanimously by roll call voice vote.

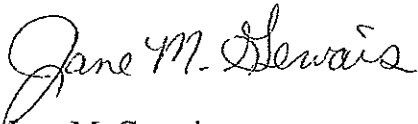
Motion by Ward/Loken to approve the purchase order reports as presented. Motion carried.

Next meeting date will be Monday, April 13, 2009, at 9:00 a.m.

Action items for next month: Supervisor Ward asked for a report on compensatory time.
Discuss resolution for Personnel Director position.

Motion by Ward/Renner to adjourn at 12:20 p.m. Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jane M. Gervais".

Jane M. Gervais
Recording Secretary
Paralegal/Personnel Assistant

Health & Human Services Board

Meeting Minutes of February 13, 2009

Call to Order – The meeting was called to order at 9:02 am by Chairperson Pat Townsend.

Roll Call – Board members present: Diane England, Cindy Loken, Pat Townsend, Jack Allen, Karl Klingforth, Maureen Bruce, Teresa Harvey-Beversdorf, and Dr. Hatton. Excused: Joanne Sumpter.

Staff present: Chuck Price, Sandra Wormet, Phil Robinson, Diane Osborn, Wendy Pierce, Mandy Stanley, Ron Johnson and Carol Johnson.

Approval of Agenda and Compliance with Open Meetings Law – The meeting was properly noticed. Motion to approve the agenda by Jack Allen, 2nd by Dr. Hatton. Motion carried by UVV (unanimous voice vote).

Approval of Minutes from January 9, 2009, HHSB meeting – Motion to approve minutes by Jack Allen, 2nd by Karl Klingforth. Motion carried by UVV.

Public Participation - none

Correspondence – none

Veterans Service – Motion to approve VSO vouchers, financial report, the Veterans Service Officer's report and calendar by Teresa Harvey-Beversdorf, 2nd by Dr. Hatton. Motion carried by UVV.

HHSB

Financial Report – motion to approve HHS vouchers and Financial Report by Dr. Hatton, 2nd by Maureen Bruce. Motion carried by UVV.

Thrift Store financial report – report was provided

Conference & Workshop Requests – the committee was informed of upcoming conferences and/or workshops that had been approved in the 2009 budget.

Reports

Staff – written reports were provided

Long Term Care Vehicle - Motion by Jack Allen, 2nd by Maureen Bruce to approve disposal of vehicle, the Property Committee was contacted and has no objection. Motion carried by UVV.

Recruitment – Motion by Dr. Hatton, 2nd by Maureen Bruce to fill the vacant position in Long Term Care. Motion carried by UVV. Motion by Karl Klingforth, 2nd by Diane England to create a contract for a staff person in CCS. Motion carried by UVV.

Thrift Store parking lot – Motion by Jack Allen, 2nd by Dr. Hatton to create a contract with the owner to rent the parking area near Practical Cents. Motion carried by UVV.

Confirm Next Meeting Date – Friday, March 13th at 9 am.

Adjournment – Chairperson Townsend asked if there was any further business to consider. Hearing none, she declared the meeting adjourned at 11:08 am.

Minutes submitted by Cindy Loken

THESE MINUTES HAVE NOT YET BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY HUMANE SOCIETY BOARD OF DIRECTORS
Minutes of the Board Meeting
February 3, 2009

Adams-Columbia Electric Cooperative – 4:15 pm

President Brenda Schwertsig called the regular meeting of the ACHS Board of Directors to order at 4:20 pm. The meeting was held at ACEC.

Those in attendance: Brenda Schwertsig, Chris Kulke, Linda Mohns, Lynn Moen.

Guest: Mary Anne Keul.

Approval of Minutes: The minutes of 1/6/09 were approved by motion from Mohns, seconded by Kulke.

Manager's Report: The January Manager's Report was reviewed. Forty-two animals came into the shelter and 38 went out, which is a good beginning. Expenses were around \$3,000 more than income, partially due to an extra week of payroll during January. The employee work schedule was discussed and the possible need for additional help was raised. However, it was felt that better utilization of employees' time while at the shelter might ease the work that remained unfinished. The euthanization permit is not moving ahead. Ordering drugs is complicated by the issue of who signs off on the drug order. Brenda is working on this issue, in conversation with Dr. Hines and the Wisconsin Federated Humane Society.

Treasurer's Report: Linda presented the January report. At the time of this meeting we had not receive the check from the County for January. Thus, \$10,000 was transferred from money market account into checking to cover expenses, which included the addition project. The ACEC Round Up Committee declined the Animal Shelter's request for grant money.

Old Business:

Phone system: A new phone system is to be installed shortly by Red Cedar Communications.

Fur Ball: The Newsletter has been sent to the following groups: members of the ACHS, monetary donors during 2008, members of the Chamber of Commerce, and members of the Judiciary Committee. (Chris mentioned that, in future mailings, we should add under the return address "return service requested" to insure receiving as complete of a forwarding address as possible from the post office when individuals have moved or changed PO numbers.) The Newsletter contained an invitation to the Fur Ball and it is

anticipated that 50 or more people will attend. The event will include a selection of cold food, snacks, and deserts, as well as coffee, punch and water. We plan to have guests sign a guest book and have them tour the new facilities and see the animals.

Judiciary Committee Meeting: The ACHS will send at least one member of the BOD to attend the Judiciary Committee meeting each month. Of concern at these meetings is the possibility of a request to transfer responsibility for the ACO position to the Animal Shelter. No other shelter in the counties surrounding Adams take on this responsibility and the ACHS is against this idea.

By-Laws: tabled

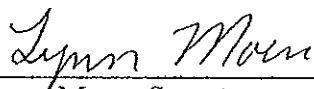

Change in Employee handbook: tabled

Adjourn: Motion made to adjourn at 6:25 pm. Motion carried.

Next BOD Meeting: March 12 at 4:15 pm at ACEC.

Next "Fresh Ideas Meeting: February 26, 2009 at 4:15 pm at ACEC.

Approved by:

	
Lynn Moen, Secretary	Date

**Adams County Library
Board Minutes
2/23/09**

The meeting was called to order by President Nelson at 1:08 p.m. Present were Kreten, Albrecht, Renner, Townsend, Nelson, and Heideman. Director Calef was excused and Challoner was absent.

President Nelson verified that the meeting was properly announced.

Motion to approve the agenda was made by Heideman, 2nd by Townsend and carried unanimously.

Public input was invited. No members of the public were in attendance.

Motion to approve the minutes of the January meeting was made by Townsend, 2nd by Renner and carried unanimously.

The monthly bill statement was reviewed.

Motion to approve the Financial Report after discussion of outstanding bills was made by Townsend, 2nd by Kreten and carried unanimously.

Communications & Reports:

None

South Central Library System report:

Townsend reported the system is trying to decide whether to move or acquire more space where they are. The lease is up in a year and the system is growing.

Director's Report:

President Nelson read Director Calef's Report.

- a. Circulation for January was 9351 compared to 8250 last year, and last year was a record setting year!
- b. PLAC (Public Library Advisory Committee) met Feb. 5th. Our board needs to approve the agreement between SCLS & Adams County Library. The County needs to approve membership in the South Central Library System. Early in March, we will know how many Gates Grant computers we are eligible to receive in 2010. There are strings attached: 25% matching grant in 2010 and 50% matching in 2011. The Public Relations Committee is working hard to publicize the wonderful data bases that are available.

LINK met Feb. 12th. Work continues on migrating to the new computer system. LINK is currently negotiating contracts with Koha & LibLime. The Long Range Planning Committee is looking at the LINK governance structure and agreement. The original structure was put in place nearly 15 years ago when only 19 libraries were involved. Now there are over 40. There will be an all day

meeting May 15th to help the process along. A new e-mail system is currently being tested to replace the aging Eudora system. It will likely be rolled out later this spring.

The Governor's initial budget looks fairly good for libraries.

- c. We are still trying to identify the scrapbook materials with the Historical Society.
- d. There is no progress on the Friends of the Library poster.

State Annual Report:

The report was reviewed. Motion to approve the report as written was made by Townsend, 2nd by Heideman and carried unanimously.

Chocolate Affair:

The Chocolate Affair, put on by the Friends of the Library, was wonderful! There were more vendors, a great musical group – The Country Pals and many people in attendance. Thrivent for Lutheran's pledged a \$500 matching fund. The Friends will donate \$1,000 to the summer reading program at the library and ask Director Calef for additional needs.

Auditing Committee Report:

The committee reported the books balanced.

John Downing Memorial:

Albrecht reported on bids from Mauston and Wisconsin Rapids trophy companies for the cost of the brass plaque that will be attached to the memorial desk made by Renner. The Mauston company's lower bid of \$7.00 was chosen. Albrecht will purchase the plaque. Rapids bid was \$11.00 and \$.15 per character.

Review By-Laws:

The By-Laws were reviewed. Motion to accept the By-Laws as written was made by Townsend, 2nd by Heideman and carried unanimously.

Identify possible upcoming items for future meetings:

- A. Review the SCLS & Adams County Library agreement for approval
- B. Review Policies

Adjourned at 1:30 p.m.

The next meeting will be held **Monday, March 23rd at 1:00 p.m.** at the Adams County Library.

Respectfully submitted by Barb Albrecht, Secretary

FEBRUARY 2009 CASH INCOME REPORT

DATE	FINES	BK SALE	LIB CARDS	PASSTHRUS (NON-INCOME)	FEES (fax, postage etc)	LOST/DMG	DONATIONS (or GRANT)	COPIES	TOTAL
1	0.00							0.00	0.00
2	18.20	2.00			14.00	20.00	3.10	7.65	64.95
3	54.70	3.00	4.00			7.50	0.06	59.25	128.51
4	11.50	3.00	2.00		5.25			17.85	39.60
5	13.95	3.00	8.00		16.00			8.00	48.95
6	31.25	3.30			8.00	1.00		15.40	58.95
7	0.70	114.20	2.00		3.50			17.75	138.15
8	0.00							0.00	0.00
9	18.20	1.00			16.50		1.05	20.00	56.75
10	1.90	2.30			2.00			16.65	22.85
11	8.20	1.50	2.00		10.00		0.50	35.75	57.95
12	18.05	10.25	2.00					14.00	44.30
13	7.70	0.25	2.00		6.00	20.00	0.20	7.75	43.90
14	3.70	2.50			1.50			0.75	8.45
15	0.00							0.00	0.00
16	23.20	3.00			2.00	27.00	0.60	14.25	70.05
17	10.10	1.00	2.00		3.25		0.10	13.00	29.45
18	2.30	18.50	4.00		2.00			8.00	34.80
19	23.90	53.00						10.50	87.40
20	16.55	2.00			9.25	17.00	0.75	7.25	52.80
21	8.90	1.50					0.10	6.75	17.25
22	0.00							0.00	0.00
23	20.40	0.50	2.00			17.00		43.50	83.40
24	27.10		2.00		10.00	4.00		9.50	52.60
25	7.10	2.00			4.00		0.50	13.00	26.60
26	36.30			-40.00		8.00	0.20	6.65	11.15
27	8.60	2.00	2.00		7.00		0.60	93.10	113.30
28	8.00		2.00					4.75	14.75
29	0.00							0.00	0.00
30	0.00							0.00	0.00
31	0.00							0.00	0.00
TOTAL	380.50	229.80	36.00	-40.00	120.25	121.50	7.76	451.05	1306.86

FEBRUARY 2009 CASH INCOME REPORT

[illegible]

FEBRUARY 2009 DIRECTOR'S REPORT

ITEM	CHECKING	SAVINGS	DONATION	CURR MO
BALANCE FORWARD JANUARY	893.34	24807.19	754.70	
JANUARY INCOME (deposited in Feb)				
CHECKING ACCOUNT DEPOSIT	150.00			
Transferred from savings				
SAVINGS ACCOUNT DEPOSIT		886.67		
Interest	0.14	28.22	0.11	
DONATION ACCOUNT DEPOSIT			12.98	
TOTAL	1043.48	25722.08	767.79	
FEBRUARY EXPENDITURES				
Taste of Home Bks (cookbk) (2/5)	-31.95			
Times Reporter (annual subsc) (2/18)	-40.00			
Great Glacier of WI (water) (2/18)	-13.80			
A-F Co Market (kitchen/process supp)(2/18)	-36.58			
Adjustment (2/1)	-0.05			
Patron NSF ck/service chg (2/6)		-8.40		
SCLS (color & receipt printer) (2/18)		-613.34		
SCLS (1/3 annual operating exp) (2/26)		-6138.50		
Baker & Taylor Bks (donated portion) (2/2)			-46.71	
TOTAL (FEBRUARY BALANCE FWD)	921.10	18961.84	721.08	
FEBRUARY CASH INCOME				
FINES				380.50
BK SALE				229.80
LIBRARY CARDS				36.00
PASSTHRUS (Non-Income)				-40.00
FEES (& postage)				120.25
LOST/DAMAGED				121.50
DONATIONS & GRANTS				7.76
COPIES				451.05
TOTAL FEBRUARY CASH INCOME				1306.86
ACTIVITIES & CIRCULATION				
Reference Questions	752			
Interlibrary Loan Requests	1230			
Interlibrary Loan Checkouts	2535			
Total Circulation	8944			
Interlibrary Photocopies	86			
Interlibrary Loans Out of System	90			
Microfilm Used in House	51			
Typewriter Users	4			
Stereo Users	3			
Library Material Copies (b&w - color)	1602			
New Borrowers	61			
Total Volunteer Hours	105			
Computer Users	1484			

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE

MEETING: March 4, 2009 at 9:00 A.M.

ROOM A260 – COURTHOUSE

FRIENDSHIP, WISCONSIN

At 9:00 A.M. Chairman Glenn Licitar called the Adams County Planning & Development Committee meeting to order with the following members present: Joanne Sumpter, Vice-Chair; Karl Klingforth for Terry James, Secretary; Sylvia Breene; Richard Colby; Mike Keckeisen and Joe Stuchlak. Others present were: Cathy Allen, Recording Secretary and Greg Rhinehart, County Surveyor. Phil McLaughlin, Zoning Administrator was excused. Was this meeting properly announced? Joanne Sumpter stated that it was.

Joanne Sumpter made a motion to reschedule the hearing for Arthur Jungenberg, since neither the petitioner nor a representative was present. Motion died for lack of a second. Karl Klingforth made a motion to amend the agenda and move the hearing request to follow item #8. Mike Keckeisen seconded the motion. All in favor. Motion carried.

Cathy Allen presented the minutes from the February 4, 2009 Planning & Development meeting to the Committee for review and approval. Richard Colby made a motion to approve the minutes as presented. Joanne Sumpter seconded the motion. Joe Stuchlak made mention that the minutes stated that the Committee was all in favor to the Resolution for a Fee Increase and that he had voted no. All in favor to approving the minutes with that correction. Motion carried.

Karl Klingforth made a motion to amend the agenda and resume the Public Hearing when Mr. Jungenberg arrived. Joe Stuchlak seconded the motion. All in favor. Motion carried.

Public Hearings: Arthur Jungenberg, Jr. – Rezoning Request from an A-1 Exclusive Agriculture District to an A-3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance to create a 31.124 acre & a 14.86 acre parcel on property located in the Pt. of the NW ¼, NW ¼, & SW ¼, NW ¼, & SW ¼, NE ¼ of Section 3, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin. Richard Colby made a motion to recommend enactment of the zoning change, on the above described property and forward that recommendation to the County Board for final action. Sylvia Breene seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

Greg Rhinehart, County Surveyor, presented the Surveyor's report for the month of February to the Committee for review and approval. Mike Keckeisen made a motion to approve the Surveyor's report as presented. Karl Klingforth seconded the motion. All in favor. Motion carried.

Cathy Allen presented the Financial Report for the month of January to the Committee for review. Richard Colby made a motion to approve the Financial Report as presented. Joanne Sumpter seconded the motion. All in favor. Motion carried.

Cathy Allen presented the Comp-Time Report to the Committee for review. Mike Keckeisen made a motion to accept the Comp-Time Report as presented. Richard Colby seconded the motion. All in favor. Motion carried.

Correspondence: None.

ADAMS COUNTY PLANNING & DEVELOPMENT COMMITTEE
MONTHLY MEETING:
March 4, 2009
PAGE #2

Joanne Sumpter made a motion to adjourn until the next regularly scheduled meeting on April 1, 2009.
Joe Stuchlak seconded the motion. All in favor. Motion carried.

ADJOURNED: 9:50 A.M.

Glenn Licitar, Chair

Joanne Sumpter, Vice-Chair

Terry James, Secretary

Joe Stuchlak

Sylvia Breene

Mike Keckeisen

Richard Colby


Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

ADAMS COUNTY PROPERTY COMMITTEE
Friday, January 16, 2009 9:00 a.m.
Room A260, Courthouse, Friendship, WI 53934

CALL MEETING TO ORDER: Chairman Dehmlow called the meeting to order at 9:03 a.m.

WAS THE MEETING PROPERLY NOTICED? Yes

ROLL CALL:

Present: Supervisors Hartley, Kotlowski, Babcock, Dehmlow and Kirsenlohr

Others present: Barbara Petkovsek, Administrative Coordinator; Tracy Hammen, Maintenance Supervisor; (Supervisor Keckeisen and department heads were present for the Ayres and Associates portion of the meeting)

Approve the Agenda – Motion by Kotlowski seconded by Babcock to approve the agenda as printed. Voice vote. Motion carried.

Approve Minutes – Motion by Kirsenlohr seconded by Hartley to approve the December 2nd and December 16th minutes as printed. Voice vote. Motion carried.

Public Participation on Agenda Items – There was no public participation

Ayres and Associates “kickoff” meeting with department heads – Roger Nelson, Bob Brown and Paul Gordon met with the department heads and committee and explained the process that they will use for the space needs analysis. Initial reports from departments are to be submitted to them by February 3rd.

Discuss and/or act on removal of fiber optic at former library and highway buildings – Discussion held on fiber optic and the item will be placed on the February agenda.

Discuss and/or act on utilization of a work order form/daily work logs – Motion by Hartley seconded by Babcock to use a work order form and daily log form for the maintenance department. Voice vote. Motion carried.

Update on maintenance items

Snow removal costs for 2008 – 2008 snow removal was \$36,600 and \$17,000 was budgeted; however, the total budget should still remain within allocated dollars.

Soffit repair community center – Cost estimates will be presented when received.

Community Center – Extension Office is experiencing problems with the keys in the back door – a locksmith will be contacted to look at the north door.

Future agenda items will be Fiber Optic and Fair Board/Old Farmers budgets/events.

Adjournment – Motion by Kirsenlohr seconded by Kotlowski to adjourn at 11:05 a.m. Voice vote. Motion carried.

Barbara Petkovsek, Recording Secretary

Minutes are unofficial until approved by Committee

PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - February 11, 2009

DATE: February 11, 2009 TIME: 9:00 a.m. PLACE: A260
Adams County Courthouse 400 Main Street Friendship, WI 53934

MEMBERS PRESENT: Al Sebastiani, Florence Johnson, Cynthia Loken, Jerry Kotlowski, Terry James

OTHERS PRESENT: Sheriff Renner, Chief July, Terry Scheel, Deb Barnes, Terry Warner, Jane Grabarski, Humane Society representatives, Dee Helmrick, Shirli Suchomel

1. Call to Order – At 9:00 a.m. Chair Sebastiani called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: Sebastiani, Johnson, Loken, Kotlowski, James present.
4. Approve the Agenda – **MOTION** by Kotlowski/Loken to approve the February 11, 2009, meeting agenda. MC/Unan.
5. **MOTION** by James/Johnson to approve the minutes from January 14, 2008, Public Safety & Judiciary Committee meeting. MC/Unan.

Coroner's Report - Adams County Coroner Terry Scheel reported 14 deaths in January. He has referred two cases to Columbia County for investigation on a possible conflict of interest concerning manner of death. He has already checked with Corp Counsel and the District Attorney on both of these cases. One digital camera is broken and he requested approval for replacement; the money is budgeted. He submitted vouchers for January. Concerning a death at Chula Vista, Chair Sebastiani gave Coroner Scheel a printed e-mail and when he read it Scheel stated he hadn't heard of the situation prior to this. He will check on it and report to Committee in the March meeting. When asked, he stated that hospice deaths are handled by phone when hospice workers call the coroner. He had no training requests.

Family Court Commissioner – Dennis McFarlin not present.

Child Support – Deb Barnes submitted her Performance Measures report in Committee's mailboxes. All her comparison figures are up from last January. The CSA check summary was distributed to the committee prior to the start of the meeting. The initial space needs study meeting suggested that her paper files could be scanned to reduce storage problems. She has not pursued a scanning system for the office pending a statewide system that would have tied all records into the KIDS program. Due to budget constraints this project has been delayed indefinitely by the State. She asked Committee's approval to begin fact-finding on the costs to implement the same scanning system into the CSA office that is used by the Register of Deeds office. Money for this was not budgeted into 2009 but she estimated 66% to 100% of the cost would be covered by Performance money. **FOR NEXT AGENDA:** Child Support Document Scanning.

Clerk of Circuit Court – Not present.

Register in Probate – Terry Warner submitted her Check Summary report and stated that collections are going well in her department. The space needs study included Video Conferencing and Communication Systems for Courtroom B and the DAR system. She reported that court recorders are hired on an hourly basis now and overtime is possible. She recommended a speaker system in Courtroom B because they are currently using a telephone on speaker. Secured storage is an issue with adoption and TPR cases required by law to be kept on site forever, and probates for 100 years. She will also be looking into a record scanning system and she needs a locked room to comply with the mandate

PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - February 11, 2009

for secure storage. She has conference training in April paid by non-county funds. Her training in March is paid for by the State of Wisconsin.

District Attorney – Not present.

Emergency Management – Jane Grabarski gave her written report of the Communication upgrade. The Airport Commission met Monday night and granted a variance for the tower at the edge of its restricted zone. The paperwork on the Rome tower site is ready to sign, then equipment and licensing will go through, and the three-tower radio system will start. Grabarski met with Juneau County Emergency Management director. Adams County is seeking five people to become members of the Juneau County team. Jane contacted the local fire departments with this need. An ethanol tanker truck that tipped over required a HAZMAT team to contain the site. Marquette County responded in mutual aid and the trucking company will be billed for that as well as for ambulance and towing that also responded. Grant reports: Jane had nothing to report concerning Emergency Housing Repair. Pre-Disaster Mitigation meeting is set for public stakeholders on March 9, 2009 at the Community Center at 1:30 p.m. A survey went out to municipalities to evaluate risks for natural hazards. This survey is due in two weeks and will be forwarded to North Central Regional. FEMA's final payment was received last week for Dell Prairie and now all municipalities' monies are made whole. FEMA purchased homes in floodplains in other counties; in Adams they denied road repairs and culverts. A four-county tabletop exercise was held January 29, 2009, on Petenwell Dam. About 80 were in attendance. There are two functional exercises coming up, one next month and the other in June on decontamination of people in a chemical spill. Grabarski is working with Faith in Action, a group that is willing to take in donations and distribute them to the qualified recipients in the event of a disaster in the county. She described a computer form to fill out for donations of cash or goods, which will refer the donor to the proper agency. She had no training coming up. Committee had her voucher report.

MOTION by Kotlowski/James to convene in closed session per Wis Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Discuss personnel matters; and Wis Stats 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Discuss contract negotiations for Local 414. **ROLL CALL VOTE:** Johnson: Yes. Loken: Yes. James: Yes. Sebastiani: Yes. Kotlowski: Yes. Unanimous. The meeting closed at 9:42 a.m. and all parties but Committee and Coroner Scheel left the room. Sheriff Renner was called into closed session when Coroner Scheel left. **MOTION** by Loken/Johnson to reconvene in open session per Wis. Stat 19.85(2) to consider and vote on appropriate matters. **ROLL CALL VOTE:** Johnson: Yes. Loken: Yes. James: Yes. Sebastiani: Yes. Kotlowski: Yes. Unanimous. The meeting opened at 11:10 a.m.

Break at 11:10 a.m. Meeting reconvened at 11:15 when Chair Sebastiani called order.

Sheriff's Department - Sheriff Renner stated that Joseph Lebreck started as a Road Officer Monday, February 9, 2009. Lt. Tully's training is going fast and he will be able to take on late shift by himself next Monday. The Link security system to the courthouse needs to have Sheriff's Department policy in place concerning how to handle calls. The White Creek Lions voted to donate \$1,000.00 to Project Lifesaver and an unofficial tally of the Bowling Tournament Fundraiser money was over \$1,000.00. Sheriff Renner wants to have a Project Lifesaver kit at a south-end Adams County location as well as one at Rome. The kits are \$4,500.00 apiece. Four bands were distributed so far; three children and one

PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - February 11, 2009

adult. Bands are tested upon installation and the caregivers test them daily. The department's receiving unit is tested as well.

The Animal Shelter/Animal Control Officer's report was in the Committee packet. Corp Counsel had submitted a Resolution for signature by Committee establishing a Humane Society/Public Safety & Judiciary Committee member liaison person to attend Humane Society meetings. **MOTION** by Kotlowski/Johnson to approve the resolution as presented and forward it to County Board. MC/Unan. Once approved by County Board, it is Committee's discretion as to who the Liaison will be, per Corp Counsel. The Humane Society meets on the second Thursday of the month at 4:15 p.m. at the electric coop building. Minutes of these meetings are now submitted to the County Clerk for inclusion in the County Board packet. Supervisor Kotlowski was excused from the meeting at 11:33 a.m.

Chief Deputy July stated he attended the Airport Commission meeting and the airport car was not addressed then. He has nothing to report to Committee today concerning it. **FOR NEXT AGENDA:** Airport car.

Wright Express update: In response to a question last month Chief researched the means by which Wright profits by its gas card services. Wright gets a percent of each gas purchase, similar to a regular credit card purchase, and this is settled between vendor and card issuer. The contract is a two-year obligation and the language was changed to include a 60-day, rather than 30-day, notice before expiration or the contract automatically renews. The County is not obliged to use the card, and there is zero cost the county for this contracted service. Chief July will bring this to Committee at the March meeting.

The Chief Deputy of Monroe County contacted Chief July inquiring about inmate jail bed space, asking if we would contract 20 beds to Monroe County in 2010. Sheriff and Chief agreed this would be good for revenue but it might lead to classification problems in the jail. The State mandates classification but doesn't pay to have it done. No one knows what would happen at the State level if classification is not done, because the jail is state-licensed but the Sheriff has authority over the jail. Again State prisoners were discussed, and the disadvantages of housing them here. Chief asked Committee approval to explore Monroe County contract possibilities. **MOTION** by James/Loken to allow Sheriff and Chief to investigate opportunities to house Monroe County inmates and bring the results back in March to the Committee meeting. MC/Unan.

Inmate education: Matching funds for Inmate Education total \$6,332.80. This is in the revenue budget under Contracted Services but the budget did not show a line item for expenses. The money is in the Commissary budget and Chief sought Committee approval to establish an expense line item for these funds. **MOTION** by Loken/James to establish the accounting process necessary for the grant to be done to allow Inmate Education Grant monies into the budget. MC/Unan. Chief is to consult the Finance Director.

A radio upgrade matching fund grant is available that paid for 76% of the radio purchases the last time it was used. The money has to be on hand before the grant is awarded and Chief can voucher it from the Small Equipment line item. Four to five mobile squad units and 10-12 hand-held radios need to be replaced at approximately \$4,000.00 each. **MOTION** by Johnson/Loken to go forward with the radio grant if matching money is in the budget. MC/Unan. Chief is to present specific figures on this project at the March Committee meeting.

PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - February 11, 2009

Captain Beckman was doing an interview at the Sheriff's request and Sheriff and the Chief fielded questions on the rest of the agenda items. An ambulance slid into a squad car on private property during a call, and there were no other accidents to report. Four Electronic Monitors are out right now. Ed Baron's replacement was discussed. Advertising could be done if there were a job description for the position. Ed stated he will stay with the department through the September schooling for his replacement, but that will be the last; he is retiring. Discussion followed concerning certification and law enforcement background.

A voucher for \$7,000.00 in repair of a transport car was questioned by Chair Sebastiani. Chief will look into this and report back in March. **MOTION** by James/Loken to approve all vouchers presented at this meeting. MC/Unan.

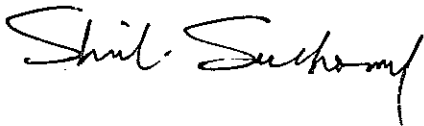
Clerk of Court Helmrick arrived with her packet for committee and also the District Attorney's. Expense Check reports were included for both departments. She contacted the collection agency who suggested we extend the time of turnover from six months to nine months before they get our cases to pursue. There is no cost to the County; the agency collects 25% of all fees and turns over 75% to the County. Corp Counsel reviewed the new offer and he had no problem with it if Committee accepted it. The Clerk of Court picks which cases to turn over. At first, she sent everything unpaid on the books all the way back to the '80s. If the new contract is signed and the County wishes to quit, the agency has 90 days to collect on cases already turned over to it. **MOTION** by Loken/Johnson to approve the collections agency contract as presented. MC/Unan.

Discussion followed on Community Service. The Community Service and the Clerk of Court's annual report will be on the County Board agenda. Helmrick turned in vouchers. She described a professional shredding service that charges \$60.00 per pallet to shred confidential documents. They will be coming in about a month and she invited other departments to participate. She had no new training requests. The Regional training for Clerks of Court is coming and she will send her collections clerk, small claims clerk, and one other employee to attend the ethics and legalities training provided by the Supreme Court. Expenses will only be for mileage. The Winter Conference is this month and Dee will attend without staying overnight as the weather looks good right now. This was budgeted.

Next Public Safety & Judiciary Committee meeting will be Wednesday, March 11, 2009, at 9:00 a.m. in Conference Room A260.

MOTION by Loken/Johnson to adjourn MC/Unan. Meeting ended at 12:43 p.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary
These minutes are not yet approved by Public Safety & Judiciary Committee (02/18/09)



ADAMS COUNTY PUBLIC WORKS COMMITTEE
February 11, 2009, 1:00 PM
COURTHOUSE ROOM A231, FRIENDSHIP, WI

MEMBERS PRESENT: Larry Babcock, Chair
David Renner, Secretary
Florence Johnson
Mike Keckeisen

MEMBERS EXCUSED: Dean Morgan, Vice-Chair

OTHERS PRESENT: Myrna Diemert, Solid Waste Director
Hank Strohmeyer, Foreman
Steve Bischoff, Ayres Associates

CALL MEETING TO ORDER: The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 1:03 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, JOHNSON, RENNER, AND KECKEISEN PRESENT. MORGAN EXCUSED. *Motion by Johnson, second by Renner, to approve the Agenda as printed. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM JANUARY 14, 2009: *Motion by Johnson, second by Renner, to approve the Open Session minutes as presented for January 14, 2009 meeting. All in favor. Motion carried.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Steve Bischoff, Ayres, commented on the operation at the landfill. He stated that the DNR always has nothing but good things to say about how the operation is run and that the staff is easy to work with. There was no other public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert presented a "Department Head Out-of-Office Report" for her February 19 – 23rd. She also presented a "Department Head Out-of- Office Report" for her vacation which is scheduled for March 14 – 21st. The Foreman and Office Manager will be available if the Committee has any questions.

Ms. Diemert next presented information from Tomorrow's Home Foundation regarding the old mobile home asbestos recycling grant that was received. Joe Lally, Environmental Health Specialist is referring people to the grant for assistance to dispose of their old mobile homes in an approved and safe manner.

Mr. Keckeisen presented information from a presentation he attended by Professor Hossein U. Bahla, UW Madison, regarding his desire to locate a community that would allow him to build a crumb rubber operation. Adding crumb rubber to our asphalt roads would extend the life of the road by 30% and would give another alternative use for old used tires. The Committee was very interested in hearing more on this option which could help our local economy by creating jobs. A presentation by Dr. Bahla will be arranged for our next meeting. Others that should be invited to this presentation

should be Economic Development, Highway, DOT, Auburndale Recycling, and local asphalt contractors.

FINANCIAL REPORT: Ms. Diemert stated that she did not receive reports for January. She will present these at the next meeting.

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated February 11, 2009 (see attached copy) and discussion was held.

Steve Bischoff presented information on the LTC Release of Funds. Prior to the CD Renewal date of February 9th, we had been working on recalculating the LTC 40 year cost estimates and fund balance. The current state of the economy has affected the calculations negatively because of the new interest rate that the bank is able to give us. Mr. Bischoff presented charts and graphs showing how going from a 5% interest rate down to a 3.15% interest rate has negatively affected how much we can release from the fund. If we pull money out now, we may have to begin making in-payments to the account again. It is unsure whether or not the DNR will even release any of the money based on the current economic situation. Mr. Bischoff will contact the DNR to assess the situation before we proceed further. It was the Committee's consensus that we wait for the economy to recuperate and review the funds in one year, to see if it would be more advantageous for the County to wait to ask for money to be released. The Treasurer stated that the Bank told us that they will not charge us an early withdrawal penalty if we withdraw money from the CD at a later date. The Treasurer has requested that the Bank put this in writing. An update will be given at the next meeting.

Motion by Renner, second by Keckeisen, to approve the Site Report as presented. All in favor. Motion carried.

EMPLOYEE UPDATE: Ms. Diemert reported on the employee status. One driver is still off since October 2007 on a Worker's Comp injury. It is anticipated that he will be back in May.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert presented information regarding the Loss Control Officer taking an on-line course for OSHA Site Supervisor and HazMat refreshers. This was budgeted. *Motion by Keckeisen, second by Johnson, to approve the Loss Control Officer to take the on-line refresher course. All in favor. Motion carried.*

UPDATE ON CREDIT CARD IMPLEMENTATION PROJECT: Ms. Diemert reported that we are now able to take all credit & debit cards, except VISA. We have had three individuals try to pay past due accounts with a credit card. Two of them didn't have enough in their accounts, but we did have one successful completion.

DISCUSSION ON SATURDAY SCHEDULE FOR 2009: Ms. Diemert presented a report showing how many customers used the landfill on each Saturday in March through November. Lengthy discussion was held after the Committee reviewed the numbers and options. No Saturday hours were budgeted in 2009, therefore, they must look at which months cover the costs of being open. Citizens have other options such as using their town drop-off sites, or renting roll-off containers and dumpsters for their weekend projects. *Motion by Johnson, second by Keckeisen, that the landfill be open on Saturdays during the months of May through Labor Day. All in favor. Motion carried.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items will be placed on the next agenda: Continued discussion on whether we will be holding the ½ price tire & appliance

round-up this summer, Update on the LTC and DNR options for funding, Crumb Rubber presentation. No other agenda items identified.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Friday, March 6, 2009 in the Courthouse at 1:00 PM. *Motion by Renner, second by Keckeisen, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 2:49 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY PUBLIC WORKS COMMITTEE

**THURSDAY, FEBRUARY 12, 2009, AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock, Chairperson
David Renner, Secretary
Florence Johnson
Michael Keckeisen

OTHERS PRESENT: Ronald Chamberlain ~ Highway Commissioner, Jim
Mortenson, Steve Hahn, Larry Koopman, Chris Blum & Bill
Lawton

MEMBER ABSENT: Dean Morgan ~ Excused

CALL MEETING TO ORDER: The Meeting of the Adams County Public Works Committee was called to order by Chairperson -- Larry Babcock at 9:00 A.M., on Thursday, February 12, 2009.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, RENNER, JOHNSON AND KECKEISEN. MEMBER ABSENT: MORGAN ~ EXCUSED.

APPROVAL OF AGENDA: *Motion by Renner to approve the Agenda as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVAL OF MINUTES OF LAST MEETINGS (JANUARY 8, 2009 REGULAR MONTHLY MEETING): *Motion by Keckeisen to approve the Minutes as printed of the Adams County Public Works Committee Meeting for January 8, 2009, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Public Participation was requested for the following Agenda items:

- Driveway Access – CTH "W" – Mortenson Farms
- Review & Act on Oil Quotes

DRIVEWAY ACCESS – CTH "W" – MORTENSON FARMS: *Motion by Renner to approve the appeal of denied driveway permit #09-002 for Mortenson Farms, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PREMIER RESORT TAX: *Motion by Keckeisen to approve and forward to County Board a Resolution requesting the State Legislature and Governor to authorize Adams County Board the authority to declare itself a Premier Resort Area, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING
FEBRUARY 12, 2009 ~ 9:00 A.M.**

REVIEW & AWARD COUNTY ROAD "J" (10TH AVE TO 6TH COURT)
CONSTRUCTION CONTRACT: The following bids were received for the County Road "J" (10th Ave to 6th Court) Construction Contract:

- | | |
|-----------------------------|----------------|
| • S & N Inc. & Subsidiaries | \$1,362,842.47 |
| • D.L. Gasser Construction | \$1,414,769.85 |
| • Meise Construction Inc. | \$1,448,356.90 |
| • Earth Inc. | \$1,515,655.25 |

Motion by Keckeisen to award the County Road "J" (10th Ave to 6th Court) Construction Contract to S & N Inc. & Subsidiaries for an amount of \$1,362,842.47, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON OIL QUOTES: Oil quotes were opened and following quotes were received:

<u>MATERIAL/DELIVERED</u>	<u>HENRY MEIGS</u>	<u>PEARSON BROS. INC.</u>
CRS	\$1.869 / GAL	\$2.038 / GAL
CRS-2P	\$2.169 / GAL	\$2.3345 / GAL
HFRS	\$1.869 / GAL	\$2.038 / GAL
HFRS-2P	\$2.169 / GAL	\$2.3345 / GAL

Motion by Renner to accept the oil quote from Henry G. Meigs LLC, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

APPROVE REAL ESTATE OFFERING PRICES CTH "Z" (STH 21 TO CTH "F"): *Motion by Renner to approve the Real Estate offering prices as presented for the CTH "Z" Project from STH 21 to CTH "F", second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

INDIAN RESERVATION ROADS: *Motion by Johnson to approve sending the attached letter concerning Indian Reservation Roads in Adams County to the Ho-Chunk Nation, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*
(Letter attached to Minutes)

2010 BUDGET PRIORITIES: Long discussion concerning the 2010 Budget priorities for the Highway Department. Highway Commissioner to bring back for discussion at the March Public Works Committee Meeting an outlined list of Department Projects and Services.

STORM WATER UTILITY RESOLUTION FOR SUPPORT: *Motion by Keckeisen to approve and forward to County Board a Resolution in support of statutory authority in Wisconsin to allow Counties to form Storm Water Utilities, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

SPRING WEIGHT LIMITS: The Public Works Committee and Highway Commissioner reviewed last year's minutes concerning the Spring Weight Limits, which were: "ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING~MAY 15, 2008 ~ 9:00 A.M. ~ SPRING LOAD LIMIT - REVIEW COMMITTEE MEMBERSHIP AND RECOMMENDATIONS: Motion by Keckeisen to use axle weight postings for spring load

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING
FEBRUARY 12, 2009 ~ 9:00 A.M.**

limits with permits issued by need as determined by highway department and permits to cost current fee as set by Public Works Committee, second by Babcock. **VOICE VOTE, ALL IN FAVOR. MOTION CARRIED**"

RESOLUTION TO RESCIND RESOLUTION 12-2005: *Motion by Renner to approve and forward to County Board a Resolution to rescind Resolution No. 12-2005, Opening Enrollment for Culvert/Bridge Aid in reliance on Wis. Stats. 82.08, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

TOWN SUMMER WORK – TOWN OF JACKSON: *Motion by Renner to invite the Town of Jackson, Town of New Chester, Town of New Haven and Town of Springville to discuss plowing and other work with the Public Works Committee after the Spring Elections, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON STATE D.O.T. SOUTHWEST REGION PAVEMENT MARKING TMA: *Motion by Renner to approve the State D.O.T. Southwest Region Traffic Maintenance Agreement for 2009 in the amount of \$163,300.00, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT PM STATE D.O.T. TRAFFIC SIGNING TMA: *Motion by Johnson to approve the State D.O.T. Traffic Signing Discretionary Maintenance Agreement for 2009 in the amount of \$2,550.00, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD "G" BRIDGE OVER BIG ROCHE-A-CRI ~ REVIEW & APPROVE OFFERING PRICE REPORT: *Motion by Keckeisen to approve the offering price report for the County Road "G" Bridge over Big Roche-A-Cri, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Brushing County Road J (10th Avenue to 6th Court)
- Crackfilling Various County Roads
- New Quad-Axle Trucks are in service
- Working on CTH "Z" (STH 21 to CTH "F") & CTH "Z" (STH 21 to 18th Lane for stimulus money

FINANCIAL REPORT: *Motion by Johnson to approve the December 2008 Prior to County Audit Financial Report as reviewed, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department check summary report was presented to the Committee for review. Committee members reviewed the 2/6/09, Check Summary Report that is provided to the Public Works Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Keckeisen to approve the check summary report / vouchers as presented, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

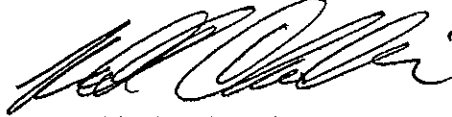
IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: NONE

**ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING
FEBRUARY 12, 2009 ~ 9:00 A.M.**

ADJOURN AND NEXT MEETING DATE: *Motion by Renner, second by Keckeisen, to adjourn until the next scheduled meeting for the Highway Department on, Monday, March 16, 2009 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:26 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ronald Chamberlain', written in a cursive style.

Ronald Chamberlain, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY PUBLIC WORKS COMMITTEE
March 6, 2009, 1:00 PM
COUNTY BOARD ROOM, COURTHOUSE, FRIENDSHIP, WI

MEMBERS PRESENT: Larry Babcock, Chair
David Renner, Secretary
Florence Johnson
Mike Keckeisen

MEMBERS EXCUSED: Dean Morgan, Vice-Chair

OTHERS PRESENT:

Myrna Diemert, Solid Waste Director
Ron Chamberlain, Hwy Commissioner
Gerald Reinke, Mathy Construction
Gary Hartley, Cty Bd Supervisor
Joyce Kirsenlohr, Cty Bd Supervisor
Al Sebastiani, Ct. Bd. Chair
Daric Smith, AC Economic Development

Steve Bischoff, Ayres Associates
Everette Johnson, Spectator
John Traxler, D.L. Gasser Construction
Aaron Coenen, UW Madison
Joe Stuchlak, Cty Bd Supervisor
Barb Petkovsek, Admin Coord/Dir. Of Fin
Bev Ward, Ct. Bd. Supervisor

CALL MEETING TO ORDER: The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 1:03 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL & APPROVAL OF AGENDA: BABCOCK, JOHNSON, RENNER, AND KECKEISEN PRESENT. MORGAN EXCUSED. *Motion by Keckeisen, second by Renner, to approve the Agenda as printed. All in favor. Motion carried.*

CRUMB RUBBER PRESENTATION BY UW MADISON RESEARCH CENTER: Aaron Coenen, Research Assistant, Dept. of Civil & Environmental Engineering, UW Madison gave a presentation on research being done using Ground Tire Rubber (GTR) in asphalt roads. Their studies show that using GTR improves the life of the road by as much as 30%, reduces noise significantly, reduces winter maintenance costs, and makes roads safer because it does not form ruts that hold water which causes hydroplaning and ice accumulation. This would also provide another outlet for disposing of old used tires which have been a problem for decades. More studies need to be done on cold weather application and cost comparisons. Response to the presentation was positive and more information will be shared with Adams County to help guide decision making for a possible future processing plant. The Committee plans to tour the research lab sometime in the near future.

Motion by Keckeisen, second by Renner, to recess at 2:12 PM. All in favor. Motion carried. Several guests left the meeting at this time. Meeting re-adjoined at 2:20 PM.

DISCUSS & APPROVE WAIVING HWY DEPT. PERMIT FEES FOR ROAD WEIGHT LIMITS FOR COUNTY VEHICLES: Discussion was held on waiving permit fees for County vehicles. It was recommended by the Highway Commissioner that the problem would be solved by changing the road posting to a Class B Posting for Spring Weight Limits instead of the current axle

weight posting. *Motion by Keckeisen, second by Babcock, to change the road postings to a Class B Posting for Spring Weight Limits. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM FEBRUARY 11, 2009: *Motion by Johnson, second by Renner, to approve the Open Session minutes as presented for February 11, 2009 meeting. All in favor. Motion carried.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert presented an email from LaCrosse County Hazardous Waste Facility informing us that the DATCP Hazardous Waste Clean Sweep grants have been eliminated in the Governor's budget proposal. She also stated that she received an email from UW Extension regarding the status of the Clean Sweep fund in the County budget. This fund has not been replenished as required in the resolution. This fund was set up to provide funds for Clean Sweep events in the County.

Ms Diemert next presented information she received on the Governor's proposed budget that raises the Recycling Tip fee another **\$1.00 per ton** on garbage disposed in landfills. There will also be an increase of **\$3.40 per ton** for Landfill Environmental Repair Fees. These fees will need to be passed on to customers in all landfills in Wisconsin. Along with this increase we will be getting less grant money as this money will be diverted to cover other non-recycling budget items. Many other grant programs were also eliminated.

Ms. Diemert presented a letter from Auburndale Recycling Center announcing the sale of their business to Liberty Tire Recycling. It is unsure how this will affect our tire disposal costs.

FINANCIAL REPORT: Ms. Diemert stated that she did not receive reports for February because our meeting was held early this month due to the Solid Waste/Recycling Conference next week. She did present the January 2009 Financial Report and January Monthly Check Summary. *Motion by Keckeisen, second by Renner, to approve the Financial Report and Check Summary for January 2009. All in favor. Motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated March 6, 2009 (see attached copy) and discussion was held. *Motion by Renner, second by Keckeisen, to approve the Site Report as presented. All in favor. Motion carried.*

DISCUSSION ON HOLDING ½ PRICE APPLIANCE & TIRE ROUNDUP: Discussion continued on whether the Solid Waste Department will hold the annual ½ Price Appliance & Tire Roundup this summer. This event loses money for the Department since it is mostly overtime wages, however, the Committee feels that this is a needed and "expected" service and will keep tires & appliances from being dumped along the roads. *Motion by Renner, second by Keckeisen, to hold the ½ Price Appliance & Tire Roundup on June 6, 2009. All in favor. Motion carried.*

UPDATE ON LTC/DNR OPTIONS: Steve Bischoff presented new information on the LTC Release of Funds and that the DNR uses a historical average for calculating long term care, not current interest and inflation rates. Therefore, we may still be able to get some of our money from the account and pay off our loans & debts. More information will be provided at the next meeting.

EMPLOYEE UPDATE: Ms. Diemert reported on the employee status. One driver is still off since

October 2007 on a Worker's Comp injury. It is anticipated that he will be back in May.

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert did not have any new trainings to approve, however, she reported that the Committee needed to sign the authorization form for the OSHA Site Supervisor and HazMat refreshers that they approved at the last meeting. Members then signed the Training Approval Authorization form.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items will be placed on the next agenda: Update on the LTC and DNR options for funding and Crumb Rubber project and tour. No other agenda items identified.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, April 8, 2009 at the Landfill at 6:00 PM. *Motion by Keckeisen , second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 3:59 P.M.

Respectfully submitted,
Myrna Diemert, Recording Secretary

~~THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE~~

**Resources and Recreation Committee Meeting
February 10, 2009 9:00 a.m.
Courthouse Conference Room A231**

Call to Order: Meeting was called to order at 9:06 a.m. by Chairperson Dehmlow.

The meeting was properly announced.

Roll Call: Committee Members: Fran Dehmlow, Gary Hartley, Joe Stuchlak, Dave Renner, and Glenn Licitar. Others present: Fred Nickel – Director Parks/Recreation, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, MaryAnn Bays – County Treasurer at 9:40, and John Albert – Corporation Counsel at 9:50 a.m.

Approve Agenda: Motion by Renner/Stuchlak to approve the agenda as printed. Motion carried.

Previous Minutes: Motion by Licitar/Hartley to approve the January 13, 2009, minutes as printed. Motion carried.

Agenda Items:

Committee Recreation Report: Renner reported there was discussion at the Strongs Prairie Town meeting that a private ATV trail is to be closed due to neighbor disturbance. The trail is not on the ATV map.

Correspondences: None.

Special User Requests: Motion by Renner/Stuchlak to approve the Castle Rock Lions request to hold fireworks at Castle Rock Park on July 4, 2009 and sell concessions, motion includes approval for the Castle Rock Lions to hold a pancake breakfast July 5, 2009, in the Castle Rock Park shelter building per Adams County Park Ordinance # 6-2008, Sec. 2.2. Motion carried.

Public Participation: None.

Tourism/Sports Shows: Director reported attendance was very good at Tinley Park, IL show; however, there was significantly less interest in the Adams County booth without the “WIN ME” signs on the equipment. Director reported attendance was up for the Eau Claire, WI show.

Resolution for Adams County to be Considered a Premier Resort Area: Motion by Renner/Stuchlak to approve the Resolution for Adams County to be considered a Premier Resort Area and forward to County Board for approval. Motion carried.

Dump Station Fees: Motion by Hartley/Stuchlak to waive the park user fee for those entering the park just to utilize the dump station and leaving the Park area immediately afterwards. Dump station fee does apply. Motion carried.

Implementation of Petenwell Park Riprap Project and Awarding Project Work: Director reported Land Conservation Department is working on the riprap design. The DNR permit process takes approximately 30 days. The WRPC also has to approve the project. A Land Conservation Department grant will pay 75 % of the project costs. The new Shoreline Ordinance will be implemented into the plan. Motion by Stuchlak/Licitar to allow the Parks Department to pursue Petenwell Park riprap project, permits, and advertise for bids. Motion carried.

Castle Rock Park Pulping Project, Future Dredging Status, Riprap Project, and Proposed Harbor of Refuge: Motion by Renner/Stuchlak to place the Castle Rock Park pulping project out on bids. The revenue from the pulp to be placed into a special account to be used for the Castle Rock Park campground expansion project. Motion carried.

It is unlikely any future dredging project would be approved due to new regulations.

Land Conservation is working on the Castle Rock riprap design also, same things apply as Petenwell Park above.

Harbor of Refuge project was discussed. The Harbor of Refuge project will take several years to finalize provided permits and funding are secured. Parks Department will begin to move forward in determining the feasibility of the project.

Administrative Directive on Campgrounds Management: Treasurer and Corporation Counsel joined meeting. Treasurer reviewed County's liability insurance policy. Discussion was held on use of volunteer's at the County Parks and possible liability issues including mowing. No privately owned mowers may be brought into the Parks, all mowing must be done with Park owned mowers. The County insurance company will be contacted for detailed policy provisions. Motion by Stuchlak/Hartley to postpone acting on directive till March 2009 meeting. Directive will include mower use implemented into the policy. Motion carried. Treasurer and Corporation Counsel left meeting.

Monthly Camper Late Payment Fee Implementation: Motion by Renner/Stuchlak to approve the Monthly Camper Late Payment Fee Policy. Motion carried.

Trails Report and Implementation of State Project # ATV - 1858: Coordinator updated Committee on recent snowmobile accidents.

Motion by Stuchlak/Licitar to put the ATV project trail portion out on bids. The Highway Department will do the road approaches for the project. Motion carried.

2009 Swim Program: Motion by Hartley/Licitar to approve the 2009 swim program. Motion carried. Julia Parrott will be moved into the Swim Program Coordinator position and will be attending WSI classes beginning March 25.

Employee Status: Letters will be sent out soon to previous employees to determine staff needs for the 2009 season.

Employee evaluations do not get shared with Committee members, they are kept in the Personnel Office, per Corporation Counsel.

Outlying Parks: Caretaker will return to work in April.

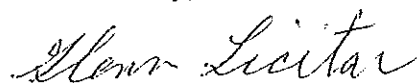
Expense Check Summary Report: January report was not available.

Future Agenda Items: Little League and Soccer Programs, Administrative Directive on Campgrounds Management, and Vehicle(s) Replacement.

Next Meeting Date: March 10, 9:00 a.m., A231.

Adjourn: Motion by Stuchlak/Renner to adjourn at 10:58 a.m. Motion carried.

Submitted by,



Glenn Licitar
Committee Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.
These minutes have not been approved by the Resource and Recreation Committee

MINUTES
SCLS BOARD OF TRUSTEES
February 9, 2009 12:15 p.m.
SCLS Administration

Present: R. Barden, C. Chapman, F. Cherney, M. Cole, L. Davis-Brown, E. DeSmidt, M. Furgal, J. Harrington, T. Iaccarino, B. Keen, T. McIlroy, S. Martin, H. O'Donnell, G. Poulson, L. Schmidt, P. Townsend

Also Present: H. Moe, P. Davis, S. Morrill

Absent: J. Morre

Excused: J. Hanson, J. Healy-Plotkin, J. Kreten, T. Kriegl, N. Nelson, J. Pugh, P. Westby

Call to Order: G. Poulson, Vice President, called the meeting to order at 12:15 p.m.

- a. Introduction of guests/visitors and new board members: None
- b. Changes/additions to the agenda: None
- c. Requests to address the board: None

Minutes: L. Davis Brown moved approval of the January 12, 2009 minutes. R. Barden seconded. Motion carried.

Bills for Payment/Financial Statements: J. Harrington reviewed the bills for payment in the amount of \$87,268.02 and moved approval. L. Schmidt seconded. Motion carried.

President's Report: None

Facilities Committee: J. Harrington noted the committee viewed five properties and determined that three are viable options. The committee will meet following the board meeting for further discussion.

Advocacy Committee: F. Cherney was appointed chair. The System Celebration Committee has been incorporated into the Advocacy Committee. System Celebration will be held in Madison this year and the board members will be the "hosts" of the event. The awards will be changed this year and the committee discussed incorporating more education versus entertainment into the event.

SCLS Foundation Report: L. Davis-Brown noted the Foundation board met January 12 and the previous officers were re-elected for 2009. It was determined the SCLS foundation year-end funds amounted to approximately \$40,264. The website will be updated and the brochures revised as well as an annual report created for the foundation newsletter.

Circulation and ILL Statistics: No report.

System Director's Report:

The core list of functionality that needs to be developed before we can implement Koha has been completed. We met with Andrew Clarkowski of Axley Brynson to review the draft contract proposal and we will be revising the contract to incorporate his suggestions. We will be sending the contract to LibLime for their review and hope to begin negotiations very soon.

The Technology planning committee held their last meeting and a big thanks goes to the those on the committee. The library members have developed a companion piece to the "staff strategies" that will be discussed at the annual meeting in April, after getting feedback from library staff and from committees like PLAC.

The LINK Governance Task Force, which consists of the LINK Long-Range Planning Committee, specific SCLS staff, a "new" director, Pamela Westby, and Julie Chase, who was involved with writing the last agreement and bylaws, met and decided to prepare a matrix of various decision making models to determine how issues would be handled in certain scenarios. They hope to have the matrix ready by the April LINK meeting and hold a facilitated discussion session that would include all SCLS libraries (LINK and prospective members), separate from the LINK meeting in May. The Russells will be the facilitators.

The Governor's budget will be presented on February 17th. The theme is "staying even is the new increase". We had good representation from our libraries at Library Legislative Day and the speakers who kicked off the event were Dales Shultz, Republican from Richland Center, and Kim Hixon, Democrat from Whitewater. They both spoke in favor of extending broadband access to the Internet in rural areas.

On the Federal level, an amendment was introduced in the Senate that would have eliminated a proposed \$200,000,000 for broadband access for libraries and technical colleges from the stimulus bill (S.336). The amendment failed, but the ALA Washington office reported the following:

"Unfortunately, it appears that there have been very troublesome changes to the education/library provisions in the bill. Without being able to obtain the actual language, we cannot confirm with any detail, what specific pieces were cut or eliminated. Supporters – there is still much to do. We now need to generate more messages to ALL senators on the overall library, education and broadband provisions. We ask library supporters to continue to contact each of their senators (email, calls or faxes) between now and Tuesday."

The annual report forms are still not ready and DLTCL is having a difficult time getting things fixed. Cheryl Becker has requested that the member libraries send her paper copies of their annual report for review. We will be working on the System annual report the weeks of February 9th and 16th. Our signed annual report is due March 2, 2009. A completed report will be included in the March Board mailing and if there are revisions to be made, we can do so after the meeting.

The UW delivery contract expires at the end of 2009. In a meeting with the folks at the UW System, we indicated we would like to continue as the designated "sole source" for their delivery, but there is bureaucracy that will need to be worked through and the UW System does not have a director of procurement right now. As in the past, we are looking for a five year contract with four additional one year renewals. Bruce Smith is working on adding a fuel surcharge into the new contract to help protect against future fuel price increases.

LaValle has decided to build a 2400 sq. ft. addition to the current transportation building to house the library and the village clerk. Brodhead will be moving into their new library in March.

Brian Hahn, the Automation help desk technician, has a new daughter Ella and everyone is doing fine. Phyllis was out of work for a week recovering from shingles and will be having arthroscopic knee surgery February 20th. She expects to be out for a couple of days.

SCLS staff completed their 2008 library visits and learned so much!! Stef will be writing a report about what staff saw as trends in libraries. The libraries that were not visited in 2008 are a priority for 2009 and staff are already picking out the libraries they will be visiting and preparing materials.

The TechBits blog was launched this week, with the goal to share more information about technology. It has been an ongoing issue of how to encourage library staff to learn about technology on their own and to take advantage of programs offered.

The topic of subscription databases, rural residents, and payment formulas was discussed at a recent PLAC meeting. Historically, all libraries had to have the same databases for remote access, but the law changed and it was decided that we would not require system-authenticated databases to be system-wide. In January we started to run into some problems with rural residents accessing the databases in counties without county libraries or library services. Because the database costs have been based on operating expenditures and because not every library will be participating in all database purchases, this formula no longer works. To resolve the issue for this year, the system has decided to pick up the difference in cost for rural residents in counties without county libraries or library services to access the databases. Decisions need to be made regarding how rural residents will receive access and who will pay for it in the future as well as the payment formula. PLAC decided to create a subcommittee to discuss ideas, resolve issues and find solutions to these problems.

The new state tax forms for online filing required Adobe 9, which is a new version of the Adobe Reader that was not rolled out to any computers in our libraries. This problem impacted both the LINK network and non-LINK computers. LINK was able to use a program to update the LINK computers automatically, which helped decrease the amount of work that had to be done manually. Dan Jacobson distributed the updates on a CD in an installer package that made it easy for the libraries to install. The response time from all the technology staff was great, and this issue was resolved in days.

TEACH Wisconsin is a program that subsidized much of the cost of our data lines to the LINK libraries. Lauren Blough, SCLS Automation Project Manager, was asked to serve on the advisory council to discuss issues related to TEACH. She is the only library representative in the state in this group. At a recent meeting, there were a couple of interesting discussions which seem to indicate a shift from earlier TEACH policy. There is extra money in the TEACH budget and in the past, one of the issues with requesting additional bandwidth and money was the need to prove that the amount of bandwidth requested was needed now. This seems to be changing. Lauren was encouraged to request more bandwidth based on planning ahead for the migration to Koha, and if we requested more than we needed, they would scale it back. Historically, Voice Over IP traffic was not allowed on TEACH lines, which was an issue for some libraries and

schools. It was indicated that TEACH would no longer regulate which services or applications could be used on TEACH lines.

Public Library Advisory Committee (PLAC) Report:
Multitype Advisory Committee (MALC) Report:

LINK Report:

Agenda and Minutes for the above committees can be found on the web at:
<http://www.scls.info/committees/index.html>

Other Business:

- a. **Discussion of topics for presentation to the Board:** Board members were asked to think about ideas for topics they would like discussed at future board meetings. S. Martin offered the topic of finding out what the libraries would like from the SCLS Board.

Information Sharing:

S. Martin complimented Stef on her system director report.

M. Cole attended library legislative day, was impressed by the lobbyists, and encouraged everyone to attend next year.

H. O'Donnell will be getting a knee replacement.

Meeting adjourned at 12:55 p.m.

Heidi Moe, Recorder

